

PHILLIPS, DAVID A. LEVINSON 2345

CENTRAL INTELLIGENCE AGENCY  
WASHINGTON, D.C. 20505

2 February 1976

Mr. David A. Phillips  
8224 Stone Trail Drive  
Bethesda, Maryland 20034

Dear Dave:

From time to time we receive letters and telephonic inquiries concerning the Association of Retired Intelligence Officers. In view of the restrictions of the Privacy Act, we hesitate to release your name and address without your prior knowledge and consent.

If you have no problem with our providing your name and address in response to such inquiries, please indicate to that effect by signing below and returning this letter to us for official filing. In the future, we would then be free to release this information concerning the Association of Retired Intelligence Officers without consulting you in each and every instance.

Thank you for your assistance in this matter, and best wishes.


Sincerely,



B. DeFelice

Acting Director of Personnel

I hereby authorize the Director of Personnel to release my name and address to individuals seeking contact with or information concerning the Association of Retired Intelligence Officers:

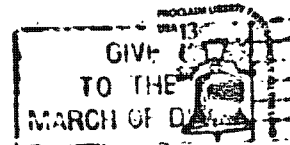
  
David Atlee Phillips

4 February 1976  
Date

*AND THANKS,  
DAP*



14-00000  
Mr. David A. Phillips  
8224 Stone Trail Drive  
Bethesda, Maryland 20034



Director of Personnel  
P. O. Box 1925  
Washington, D. C. 20013

## MEMORANDUM FOR: :

Addresses for former Agency employees organizations:

Association of Retired Intelligence Officers  
Mr. David A. Phillips  
8224 Stone Trail Drive  
Bethesda, Maryland, 20034

Central Intelligence Retirees Association (CIRA)  
Box 1150  
Fort Myer, Virginia, 22211

Date



RE 5-9-75

3 JUL 1975

Mr. David A. Phillips  
8224 Stone Trail Drive  
Bethesda, Maryland 20034

Dear Dave:

I am happy to send to you, under separate cover, your Agency Retirement Medallion. The Medallion is a tangible form of recognition and appreciation of your service to the Agency. It should serve as a lasting reminder of an honorable career, rewarding associations and the knowledge that you played your part in a vital activity.

Let me, therefore, add my congratulations and wish you the very best for the future.

Sincerely,

P. W. M. Janney  
Director of Personnel

Distribution:  
Orig - Addressee  
X - OPF

OP/RAD/ROB/MWBenthall:cl (1 July 75)

10 June 1975

Mr. David A. Phillips  
8224 Stone Trail Drive  
Bethesda, Maryland 20034

Dear Dave:

The ordinary retirement letter is in no way appropriate for you. In the first place, your retirement is no stepping out of the active world into a world of pleasure. Instead, you are launching off on even a tougher challenge because of your sense of dedication. Your retirement also will not be the termination of your interest in intelligence and in this Agency. Instead, you are going to be doing what you can to help it survive the current set of attacks upon it. But most of all, your retirement is the departure of one of our most exceptional officers, to whom I had the great pleasure to give the Distinguished Intelligence Medal and whose work I have admired these many years. The only thing ordinary about your retirement is the sincere and special personal and official good wishes we in the Agency send to you and your family for success and satisfaction in the years ahead. This we send to all our retirees, and we send it to you with special spirit.

Sincerely,

W. E. Colby  
Director

WEC: jlp (10 June 75)

Distribution:

Orig - Addressee  
1 - DCI  
1 - Dir/Personnel  
1 - ER

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1 SERIAL NUMBER 024545				NAME (Last-First-Middle) Phillips, David A.	
2 NATURE OF PERSONNEL ACTION Cancellation of N.S.C.A. and Retirement (Voluntary) under CIARDS			4 EFFECTIVE DATE REQUESTED MONTH 05 DAY 09 YEAR 75		3 CATEGORY OF EMPLOYMENT Regular
6 FUNDS V TO V O TO V			7. PAN AND NSCA 5135 4523 0000		8 LEGAL AUTHORITY (Completed by Office of Personnel) Public Law 88-643, Section 233
9 ORGANIZATIONAL DESIGNATIONS DDO/LA Division Office of the Chief			10 LOCATION OF OFFICIAL STATION Wash., D.C.		
11 POSITION TITLE Chief, LA Division			12 POSITION NUMBER CN51		13 CAREER SERVICE DESIGNATION DYY
14 CLASSIFICATION SCHEDULE (GS, ZR, etc.) GS		15 OCCUPATIONAL SERIES 0001.10		16 GRADE AND STEP 18 1	
17 SALARY OR RATE \$ 36,000.					
18 REMARKS * supergrade blurb Co-ordinated with [ ] /ROB 11 April 1975.  Kathleen D. Smith 4/1/75					
18A SIGNATURE OF REQUESTING OFFICIAL H.L. Berthold, C/LA/Pers			DATE SIGNED 28 Mar 75		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER 4/1/75
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19 ACTION CODE 45	20 EMPLOY CODE 10	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE	23 INITIATE CODE	24 MOOTERS CODE 1
25 DATE OF BIRTH 10/31/22	26 DATE OF GRADE 10/31/22	27 DATE OF LEI	28 DATE OF BIRTH	29 DATE OF GRADE	30 DATE OF LEI
31 RETIREMENT DATA 0.EJ.00,0,0	32 CORRECTION CANCELLATION DATA EOD DATA	33 SECURITY REQ NO	34 SEX	35 VET PREFERENCE 1-NO 2-10 PT 3-15 PT	36 VET PREFERENCE 1-NO 2-10 PT 3-15 PT
37 VET PREFERENCE 1-NO 2-10 PT 3-15 PT	38 VET PREFERENCE 1-NO 2-10 PT 3-15 PT	39 VET PREFERENCE 1-NO 2-10 PT 3-15 PT	40 VET PREFERENCE 1-NO 2-10 PT 3-15 PT	41 VET PREFERENCE 1-NO 2-10 PT 3-15 PT	42 VET PREFERENCE 1-NO 2-10 PT 3-15 PT
43 POSITION CONTROL CERTIFICATION OK 5/10/75	44 O.P. APPROVAL 12 MAY 1975	45 DATE APPROVED 12 MAY 1975	46 O.P. APPROVAL 12 MAY 1975	47 DATE APPROVED 12 MAY 1975	48 O.P. APPROVAL 12 MAY 1975

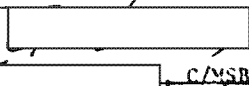
FORM 1152 USE PREVIOUS EDITION

SECRET

E.2. IMPDET CL BY: 007622

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 27 Dec 73	
1. SERIAL NUMBER 024345		2. NAME (Last-First-Middle) PHILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION PROMOTION					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 23 73			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		V TO V		V TO CF		7. PAN AND NSCA 4135-4523 0001		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
CF TO V		XX		CF TO CF							
9. ORGANIZATIONAL DESIGNATIONS DDO/WH DIVISION OFFICE OF THE CHIEF					10. LOCATION OF OFFICIAL STATION WASH., D.C.						
11. POSITION TITLE CHIEF WH DIVISION					12. POSITION NUMBER 0001		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, I.B., etc.) GS			15. OCCUPATIONAL SERIES 0001.10		16. GRADE AND STEP 18 1		17. SALARY OR RATE 36,000				
18. REMARKS  <p style="text-align: center;"><i>Super</i></p> <p style="text-align: center;"><i>Approved By DCI on 21 Dec 1973</i></p> <p style="text-align: center;"><i>RWR</i></p>											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. 		VISING OFFICER		DATE SIGNED 27 Dec 73	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 22		20. EMPLOY CODE ID		21. OFFICE CODING NUMERIC ALPHABETIC 51050 WH		22. STATION CODE 70613		23. INTEGRAL CODE		24. PDGTRS CODE 1	
25. DATE OF BIRTH MO DA YR 10/31/22		26. DATE OF GRADE MO DA YR 12/23/73		27. DATE OF LEI MO DA YR 12/23/73		28. WTE EXPIRES MO DA YR		29. SPECIAL REFERENCE		30. RETIREMENT DATA	
31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE MO DA YR		33. SECURITY REQ NO		34. SEX		35. VET PREFERENCE CODE 0-BONE 1-1 PT 2-10 PT		36. SERV COMP DATE MO DA YR	
37. LONG COMP DATE MO DA YR		38. CAREER CATEGORY CAR-BEV PSTY/TIMP		39. FEEL HEALTH INSURANCE CODE CODE 0-DWYER 1-BIP 2-UNEMPLOYABLE		40. SOCIAL SECURITY NO		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	
43. FEDERAL TAX DATA CODE CODE NO TAX EXEMPTIONS		44. STATE TAX DATA CODE CODE NO TAX STATE EXEMPT CODE		45. POSITION CONTROL CERTIFICATION 1000 1000-73		46. OP APPROVAL Tom J. J. J.		DATE APPROVED 27 Dec 73			

FORM 1152

8-72

USE PREVIOUS EDITION

SECRET

CLASSIFIED BY 01-0332

EX-2

APPROV

(41)

SECRET  
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 10 July 1973	
1. SERIAL NUMBER 024345		2. NAME (Last-First-Middle) PHILLIPS, DAVID A. ✓								cOB	
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 07 21 73			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		V TO V		V TO CF		7. PAN AND NSCA 4135 4523 0001			8. LEGAL AUTHORITY (Completed by Office of Personnel)		
		CF TO V		X CF TO CF							
9. ORGANIZATIONAL DESIGNATIONS 000/WH DIVISION OFFICE OF THE CHIEF					10. LOCATION OF OFFICIAL STATION WASH., D.C.						
11. POSITION TITLE CHIEF, WH DIVISION					12. POSITION NUMBER 0001			13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS				15. OCCUPATIONAL SERIES 0001.10		16. GRADE AND STEP 17-4		17. SALARY OR RATE 36,000			
18. REMARKS WASH., D.C.											
1 - Security 1 - Finance						E2 IMPDET CL BY 007034					
18A. SIGNATURE OF REQUESTING OFFICIAL HENRY L. BERTHOLD, C/WH/PERS				DATE SIGNED 10 JUL 73		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED JUL 13	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 56	20. EMPLOY CODE 16	21. OFFICE CODING NUMERIC ALPHABETIC 51050 WH		22. STATION CODE 75013	23. INTIGLE CODE	24. PROOTBS CODE 1	25. DATE OF BIRTH MO DA YR 10 31 22		26. DATE OF GRADE MO DA YR		27. DATE OF LEI MO DA YR
28. RTE EXPIRES MO DA YR		29. SPECIAL REFERENCE		30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE MO DA YR		33. SECURITY REQ. NO	
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO DA YR		37. LONG COMP DATE MO DA YR		38. CAREER CATEGORY CODE 0-BAYTER 1-PROV/TIMP		39. FECH/HEALTH INSURANCE CODE 0-BAYTER 1-PROV/TIMP 2-HEALTH INS CODE		40. SOCIAL SECURITY NO	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44. STATE TAX DATA NO TAX EXEMPTIONS FORM EXECUTED CODE 1-YES 2-NO		45. NO TAX STATE EXEMP CODE	
45. POSITION CONTROL CERTIFICATION 1106-7-1178						46. APPROVAL JUL 16 1973				DATE APPROVED 16 JUL 73	

FORM 1152

USE PREVIOUS EDITION

SECRET

CLASSIFIED BY 01-0322

EX-2

APPROB

161

SECRET  
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 15 June 1973	
1. SERIAL NUMBER 024345		2. NAME (Last-First-Middle) PHILLIPS, DAVID A.			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND DELEGATION OF N-9-0-0-0			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 06 15 73		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V C TO V		7. FINANCIAL ANALYSIS NO. CHARGEABLE 135 0620 0001		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDO/WH DIVISION OFFICE OF THE CHIEF			10. LOCATION OF OFFICIAL STATION WASH., D.C.		
11. POSITION TITLE 1st Secretary In Rel Off Chief, WH Division (14)			12. POSITION NUMBER 0001		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) FSR GS		15. OCCUPATIONAL SERIES 0001.10		16. GRADE AND STEP 02 3 17 4	
17. SALARY OR RATE 33057 \$ 36,000 -					
18. REMARKS FROM: DDO/WH/FOR FOLD/BR 3/ /0093 VICE THEODORE G. SHACKLEY Supergrade Blank- 77003 1 - Security 1 - Finance					
18A. SIGNATURE OF REQUESTING OFFICIAL H.L. BERTHOLD, G/WH/PERS		DATE SIGNED 15 Jun 73		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER 20 June 73	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 3710	20. EMPLOY CODE 51050	21. OFFICE CODING NUMERIC ALPHABETIC 51050 WH	22. STATION CODE 75013	23. INTEGRITY CODE 5	24. HOURS CODE 1
25. DATE OF BIRTH MO DA. YR. 10 31 22	26. DATE OF GRADE MO DA. YR.	27. DATE OF LET MO DA. YR.	28. SECURITY REQ. NO.	29. SEX	
29. NTE EXPIRES MO. DA. YR. XX/XX/XX	30. SPECIAL REFERENCE 1-ESC 2-ORGN 3-FICA 4-PSHE	31. RETIREMENT DATA CODE	32. SEPARATION DATA CODE	33. CORRECTION/CANCELLATION DATA TYPE MO DA. YR.	34. EOD DATA
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SERV COMP DATE MO DA YR	37. LONG COMP DATE MO DA YR	38. CAREER CATEGORY LAE RES PROV. TEMP	39. FEDERAL HEALTH INSURANCE CODE CODE 0-WAIVER 1-YES 2-REG/OPT 3-UNELIGIBLE	40. SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPT 1-YES 2-NO	
45. POSITION CONTROL CERTIFICATION 11/18/78			46. OFF APPROVAL Harry B. Fisher		DATE APPROVED 28 June 73

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

(4)

# OUTGOING MESSAGE

1				
2				
3				

SIGNAL CENTER USE ONLY  
 ADD 0 0 0 0 0 0  
 CLASSIFICATION

SECRET

STAFF

CONF: 4/11/73

INFO: FILE

DATE-TIME GROUP  
 191830Z

DIRECTOR

MESSAGE REFERENCE NUMBER

411279

DISSEM BY: 28

PER 4/11/73 (EC)

TO: IMMEDIATE

RYBAT PLVUCADET

CHOADEN FROM PARDEE

REF: [ ] IN 9217701

1. I AM PLEASED TO INFORM YOU THAT YOU HAVE BEEN SELECTED AS CHIEF, WH DIVISION. YOUR APPOINTMENT WILL BE EFFECTIVE AT SUCH TIME AS YOU (AND YOUR FAMILY) CAN CONVENIENTLY RETURN TO THE WASHINGTON AREA. [ ] ORDERS FOR YOUR MOVE WILL BE REQUESTED ON A PRIORITY BASIS ON <sup>12</sup>1 MAY. WOULD APPRECIATE YOUR TENTATIVE SCHEDULE AS SOON AS PRACTICABLE.

2. YOUR SELECTION WILL BE ANNOUNCED EARLY THIS NEXT WEEK. THEREFORE, YOU SHOULD FEEL FREE TO INDICATE TO WHOMEVER YOU FEEL NECESSARY LOCALLY THE REASON FOR YOUR RETURN AND WHAT YOUR NEXT ASSIGNMENT WILL BE.

3. I WANT TO EXTEND MY PERSONAL CONGRATULATIONS ON YOUR SELECTION. I AM SURE YOU WILL HANDLE THIS VERY IMPORTANT ASSIGNMENT WITH THE SAME KIND OF EXCELLENCE, DEDICATION AND LEADERSHIP THAT HAVE CHARACTERIZED YOUR PAST ASSIGNMENTS.

DATE: 19 MAY 1973

ORIG: [ ]

UNIT: AC/UHD

EXT: 3366

CONCUR:

Director of Personnel

Date

5/23/73

RELEASING OFFICER

COORDINATING OFFICER

AUTHENTICATING OFFICER

REPRODUCTION BY OTHER THAN THE ISSUING OFFICE IS PROHIBITED

E 2 IMPDET

(U) (S) (F) (E) (N) (D) (P) (Q) (R) (S) (T) (U) (V) (W) (X) (Y) (Z) (AA) (AB) (AC) (AD) (AE) (AF) (AG) (AH) (AI) (AJ) (AK) (AL) (AM) (AN) (AO) (AP) (AQ) (AR) (AS) (AT) (AU) (AV) (AW) (AX) (AY) (AZ) (BA) (BB) (BC) (BD) (BE) (BF) (BG) (BH) (BI) (BJ) (BK) (BL) (BM) (BN) (BO) (BP) (BQ) (BR) (BS) (BT) (BU) (BV) (BW) (BX) (BY) (BZ) (CA) (CB) (CC) (CD) (CE) (CF) (CG) (CH) (CI) (CJ) (CK) (CL) (CM) (CN) (CO) (CP) (CQ) (CR) (CS) (CT) (CU) (CV) (CW) (CX) (CY) (CZ) (DA) (DB) (DC) (DD) (DE) (DF) (DG) (DH) (DI) (DJ) (DK) (DL) (DM) (DN) (DO) (DP) (DQ) (DR) (DS) (DT) (DU) (DV) (DW) (DX) (DY) (DZ) (EA) (EB) (EC) (ED) (EE) (EF) (EG) (EH) (EI) (EJ) (EK) (EL) (EM) (EN) (EO) (EP) (EQ) (ER) (ES) (ET) (EU) (EV) (EW) (EX) (EY) (EZ) (FA) (FB) (FC) (FD) (FE) (FF) (FG) (FH) (FI) (FJ) (FK) (FL) (FM) (FN) (FO) (FP) (FQ) (FR) (FS) (FT) (FU) (FV) (FW) (FX) (FY) (FZ) (GA) (GB) (GC) (GD) (GE) (GF) (GG) (GH) (GI) (GJ) (GK) (GL) (GM) (GN) (GO) (GP) (GQ) (GR) (GS) (GT) (GU) (GV) (GW) (GX) (GY) (GZ) (HA) (HB) (HC) (HD) (HE) (HF) (HG) (HH) (HI) (HJ) (HK) (HL) (HM) (HN) (HO) (HP) (HQ) (HR) (HS) (HT) (HU) (HV) (HW) (HX) (HY) (HZ) (IA) (IB) (IC) (ID) (IE) (IF) (IG) (IH) (II) (IJ) (IK) (IL) (IM) (IN) (IO) (IP) (IQ) (IR) (IS) (IT) (IU) (IV) (IW) (IX) (IY) (IZ) (JA) (JB) (JC) (JD) (JE) (JF) (JG) (JH) (JI) (JJ) (JK) (JL) (JM) (JN) (JO) (JP) (JQ) (JR) (JS) (JT) (JU) (JV) (JW) (JX) (JY) (JZ) (KA) (KB) (KC) (KD) (KE) (KF) (KG) (KH) (KI) (KJ) (KK) (KL) (KM) (KN) (KO) (KP) (KQ) (KR) (KS) (KT) (KU) (KV) (KW) (KX) (KY) (KZ) (LA) (LB) (LC) (LD) (LE) (LF) (LG) (LH) (LI) (LJ) (LK) (LL) (LM) (LN) (LO) (LP) (LQ) (LR) (LS) (LT) (LU) (LV) (LW) (LX) (LY) (LZ) (MA) (MB) (MC) (MD) (ME) (MF) (MG) (MH) (MI) (MJ) (MK) (ML) (MM) (MN) (MO) (MP) (MQ) (MR) (MS) (MT) (MU) (MV) (MW) (MX) (MY) (MZ) (NA) (NB) (NC) (ND) (NE) (NF) (NG) (NH) (NI) (NJ) (NK) (NL) (NM) (NN) (NO) (NP) (NQ) (NR) (NS) (NT) (NU) (NV) (NW) (NX) (NY) (NZ) (OA) (OB) (OC) (OD) (OE) (OF) (OG) (OH) (OI) (OJ) (OK) (OL) (OM) (ON) (OO) (OP) (OQ) (OR) (OS) (OT) (OU) (OV) (OW) (OX) (OY) (OZ) (PA) (PB) (PC) (PD) (PE) (PF) (PG) (PH) (PI) (PJ) (PK) (PL) (PM) (PN) (PO) (PP) (PQ) (PR) (PS) (PT) (PU) (PV) (PW) (PX) (PY) (PZ) (QA) (QB) (QC) (QD) (QE) (QF) (QG) (QH) (QI) (QJ) (QK) (QL) (QM) (QN) (QO) (QP) (QQ) (QR) (QS) (QT) (QU) (QV) (QW) (QX) (QY) (QZ) (RA) (RB) (RC) (RD) (RE) (RF) (RG) (RH) (RI) (RJ) (RK) (RL) (RM) (RN) (RO) (RP) (RQ) (RR) (RS) (RT) (RU) (RV) (RW) (RX) (RY) (RZ) (SA) (SB) (SC) (SD) (SE) (SF) (SG) (SH) (SI) (SJ) (SK) (SL) (SM) (SN) (SO) (SP) (SQ) (SR) (SS) (ST) (SU) (SV) (SW) (SX) (SY) (SZ) (TA) (TB) (TC) (TD) (TE) (TF) (TG) (TH) (TI) (TJ) (TK) (TL) (TM) (TN) (TO) (TP) (TQ) (TR) (TS) (TT) (TU) (TV) (TW) (TX) (TY) (TZ) (UA) (UB) (UC) (UD) (UE) (UF) (UG) (UH) (UI) (UJ) (UK) (UL) (UM) (UN) (UO) (UP) (UQ) (UR) (US) (UT) (UU) (UV) (UW) (UX) (UY) (UZ) (VA) (VB) (VC) (VD) (VE) (VF) (VG) (VH) (VI) (VJ) (VK) (VL) (VM) (VN) (VO) (VP) (VQ) (VR) (VS) (VT) (VU) (VV) (VW) (VX) (VY) (VZ) (WA) (WB) (WC) (WD) (WE) (WF) (WG) (WH) (WI) (WJ) (WK) (WL) (WM) (WN) (WO) (WP) (WQ) (WR) (WS) (WT) (WU) (WV) (WW) (WX) (WY) (WZ) (XA) (XB) (XC) (XD) (XE) (XF) (XG) (XH) (XI) (XJ) (XK) (XL) (XM) (XN) (XO) (XP) (XQ) (XR) (XS) (XT) (XU) (XV) (XW) (XX) (XY) (XZ) (YA) (YB) (YC) (YD) (YE) (YF) (YG) (YH) (YI) (YJ) (YK) (YL) (YM) (YN) (YO) (YP) (YQ) (YR) (YS) (YT) (YU) (YV) (YW) (YX) (YZ) (ZA) (ZB) (ZC) (ZD) (ZE) (ZF) (ZG) (ZH) (ZI) (ZJ) (ZK) (ZL) (ZM) (ZN) (ZO) (ZP) (ZQ) (ZR) (ZS) (ZT) (ZU) (ZV) (ZW) (ZX) (ZY) (ZZ)

[illegible]



SECRET

1. NAME (Last, First, Middle) SS# [redacted] Phillips, David A.		2. DATE OF BIRTH 31 Oct 22		3. GRADE GS-17	
4. OFFICE, DIVISION, BRANCH (or overseas assignment) DDP/WH/ [redacted] X		5. PRESENT POSITION COS		6. EMPLOYEE EXTENSION 7431	
7. PROPOSED STATION [redacted]		8. PROPOSED POSITION (Title, Number, Grade) COS/0093/GS-16			
9. TYPE OF COVER AT NEW STATION [redacted]		10. ESTIMATED DATE OF DEPARTURE August 1972		11. NO. OF DEPENDENTS TO ACCOMPANY YOLYX five	
12. COMMENTS Vice: Thomas Flores Please schedule appointments for the week of 10 July. Mr. Phillips will not be occupying a specific language position. However, his tested Spanish proficiency of High reading and Intermediate Speaking and Understanding will add to the overall language requirements of the Station.					
13. DATE OF REQUEST 10 May 72		14. SIGNATURE OF REQUESTING OFFICIAL [redacted]		15. ROOM NUMBER AND BUILDING 3D 5309 Hqs	
				16. EXTENSION 7431	
17. OFFICE OF MEDICAL SERVICES DISPOSITION					
18. OFFICE OF SECURITY DISPOSITION					
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION 5 May 1972 4-1-72 QUALIFIED FOR PROPOSED ASSIGNMENT OVERSEAS [Signature] Chairman, Overseas Candidate Review Panel					
REQUEST FOR PCS OVERSEAS EVALUATION					

**SECRET**  
When Filled In

<b>REQUEST FOR PERSONNEL ACTION</b>						DATE PREPARED	
1. SERIAL NUMBER <b>024345</b>		2. NAME (Last-First-Middle) <b>Phillips, David A</b>				24 November 1971	
3. NATURE OF PERSONNEL ACTION: <b>Promotion</b>				4. EFFECTIVE DATE REQUESTED MONTH: <b>11</b> DAY: <b>28</b> YEAR: <b>71</b>		5. CATEGORY OF EMPLOYMENT <b>Regular</b>	
6. FUNDS <b>V TO V</b> <b>CF TO V</b> <b>XX</b> <b>CF TO CF</b>		7. FINANCIAL ANALYSIS NO. CHARGEABLE <b>2135-0694-0000</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/WH FOREIGN FIELD BRANCH 5</b>				10. LOCATION OF OFFICIAL STATION <b>Z</b>			
11. POSITION TITLE <b>Chief of Station</b> (11)				12. POSITION NUMBER <b>0186</b>		13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.05</b>		16. GRADE AND STEP <b>17 3</b>		17. SALARY OR RATE <b>\$ 34,716</b>	
18. REMARKS <div style="font-family: cursive; font-size: 1.2em; margin-top: 20px;">* See De Janerio Change</div> <div style="margin-top: 40px;">cc: Payroll</div>							
18A. SIGNATURE OF REQUESTING OFFICIAL			DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Robert W. Sheay</i>		DATE SIGNED <b>24 Nov 71</b>
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE <b>22</b>		20. EMPLOY CODE <b>1</b>		21. OFFICE CODING NUMERIC: <b>5185</b> ALPHABETIC: <b>0186</b>		22. STATION CODE <b>5</b>	
23. INTEGRATEE CODE <b>3</b>		24. HQ/RTS CODE <b>10</b>		25. DATE OF BIRTH MO: <b>10</b> DA: <b>31</b> YR: <b>22</b>		26. DATE OF GRADE MO: <b>11</b> DA: <b>15</b> YR: <b>71</b>	
27. DATE OF LEI MO: <b>11</b> DA: <b>28</b> YR: <b>71</b>		28. RETIREMENT DATA 1-YES 2-NO 3-PLA 4-POSS		29. SPECIAL REFERENCE <b>EOD DATA</b>		30. SECURITY REQ. NO.	
31. VET PREFERENCE CODE: <b>1-NO</b> 1-5 PT 2-10 PT		32. SERV COMP DATE MO: <b>11</b> DA: <b>15</b> YR: <b>71</b>		33. LONG COMP DATE MO: <b>11</b> DA: <b>15</b> YR: <b>71</b>		34. CAREER CATEGORY CODE: <b>1-YES</b> 2-NO	
35. FEGLI HEALTH INSURANCE CODE: <b>1-YES</b> 2-NO		36. SOCIAL SECURITY NO.		37. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE: <b>1-NO</b> 1-BE BREAK IN SERVICE 2-BEAK IN SERVICE (LESS THAN 3 YEARS) 3-BEAK IN SERVICE (MORE THAN 3 YEARS)		38. LEAVE CAT CODE	
39. FEDERAL TAX DATA FORM EXECUTED CODE: <b>1-YES</b> 2-NO		40. STATE TAX DATA FORM EXECUTED CODE: <b>1-YES</b> 2-NO		41. POSITION CONTROL CERTIFICATION <b>11 26 71 142</b>		42. OP APPROVAL <b>Harry B. Fisher</b>	
43. DATE APPROVED <b>1 Dec 71</b>							

FORM 1152 USE PREVIOUS EDITION

SECRET

GPC  
REMOVED FROM RPT'S...  
AND DECLASSIFICATION

(4)

14-00000

SECRET

72-0311

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Plans

SUBJECT : Appointment of Mr. David A. Phillips, as  
Chief of Station, [redacted]

1. The appointment of Mr. David A. Phillips, GS-17, as Chief of Station, [redacted] effective on or about 15 July 1972 is recommended. Mr. Phillips would replace Mr. Thomas J. Flores.

2. Mr. Phillips has been with the Agency since 1952, first in a contract capacity, and since April 1955 as a staff employee. He is currently serving as Chief of Station [redacted]. He previously served as COS, [redacted] and in Mexico City, Havana, [redacted] and [redacted]. Mr. Phillips has a strong command of both Spanish and Portuguese. A biographic profile including information regarding his Agency experience and training is attached.

*William V. Broe*  
William V. Broe  
Chief

Western Hemisphere Division

1 Attachment  
Biographic Profile (Parts 1 and 2)

APPROVAL RECOMMENDED:

*W. H. Karam*  
Deputy Director for Plans

*17 Jan 72*  
Date

SECRET

SECRET

-2-

SUBJECT: Appointment of Mr. David A. Phillips, as  
Chief of Station,

The recommendation in paragraph 1 is APPROVED:

Richard Helms  
Director of Central Intelligence

19 Jan 72  
Date

SECRET

By the Clerk  
J. W. Smith



**SECRET**

1. NAME (Last, First, Middle) <b>Phillips, David A.</b>		2. DATE OF BIRTH <b>10/31/22</b>		3. GRADE <b>GS-16</b>	
4. OFFICE, DIVISION, BRANCH (of overseas station and existing cover of lateral assignment) <b>DDP/WH/COG</b>		5. PRESENT POSITION <b>Branch Chief</b>		6. EMPLOYEE EXTENSION <b>7451</b>	
7. PROPOSED STATION <b>[Redacted]</b>		8. PROPOSED POSITION (Title, Number, Grade) <b>COS, # 0186, GS-00</b>			
9. TYPE OF COVER AT NEW STATION <b>[Redacted]</b>		10. ESTIMATED DATE OF DEPARTURE <b>o/a 28 Dec. '69</b>		11. NO. OF DEPENDENTS TO ACCOMPANY <b>7</b>	
12. COMMENTS <b>Vice Robert D. Gahagen</b> <b>[Redacted]</b> <b>Form DS-1686 to be forwarded</b>					
13. DATE OF REQUEST <b>[Redacted]</b>		14. SIGNATURE OF REQUESTING OFFICIAL <b>[Redacted]</b>		15. ROOM NUMBER AND BUILDING <b>3D 5309</b>	
16. OFFICE OF MEDICAL SERVICES DISPOSITION <b>[Redacted]</b>		17. OFFICE OF SECURITY DISPOSITION <b>[Redacted]</b>		18. EXTENSION <b>6815</b>	
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION <b>29 DEC 69</b> <b>QUALIFIED</b> <b>7260</b>					
REQUEST FOR PCS OVERSEAS EVALUATION					

☐ UNCLASSIFIED ☐ ~~CONFIDENTIAL~~ ☐ CONFIDENTIAL ☒ SECRET

# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Appointment of Mr. David A. Phillips as Chief of Station, [redacted]

FROM:

Secretary, FMC

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Chairman, FMC

[redacted] is a GS-17 position.

2.

Mr. Phillips' current assignment as Chief, Cuban Operations Group plus previous overseas tours in WH Div. including a tour as Chief of Station.

3.

ADDP

[redacted] qualify him for the proposed assignment as Chief of Station, [redacted]

4.

5.

DDP

6.

7.

XXXXX DCI

Mr. Phillips has been highly effective as a senior member of WH Div., both at Headquarters and in the field. His relations with his co-workers and subordinates have always been excellent and his liaison with State Department representatives has been marked by good will and mutual respect.

8.

1 CC EUS

9.

Chairman, FMC

10.

NOTE: Above statement prepared by WH Division.

11.

Secretary, FMC GS10

Mr. Gahagen has been recalled from the Station. The DCOS Mr. Stewart D. Burton, GS-15, will serve as Acting CGS until the arrival of Mr. Phillips in January 1970.

12.

13.

14.

15.

FORM 3-62 610 ☐ UNCLASSIFIED ☐ SECRET ☐ CONFIDENTIAL ☐ INTER ☐ UNCLASSIFIED



SECRET

9-4209

8 AUG 1970

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Plans

SUBJECT : Appointment of Mr. David A. Phillips as  
Chief of Station, [REDACTED]

1. The appointment of Mr. David A. Phillips, GS-16, as Chief of Station, [REDACTED], effective on or about 15 January 1970 is recommended. Mr. Phillips would replace Mr. Robert D. Gahagan.

2. Mr. Phillips has been an employee of the Agency since 1951 initially in a contract capacity. He has served in [REDACTED] Havana, [REDACTED] Mexico City and most recently as Chief, Cuban Operations Group. Mr. Phillips [REDACTED]

ture. A biographic profile including information regarding his Agency experience and training is attached.

Signed William V. Broe

William V. Broe  
Chief  
Western Hemisphere Division

Attachment  
Biographic Profile (Parts 1 and 2)

SECRET

SECRET

- 2 -

SUBJECT: Appointment of Mr. David A. Phillips as Chief of  
Station, [REDACTED]

## APPROVAL RECOMMENDED:

/s/ Thomas H. Harmaness

8 OCT 1959

Deputy Director for Plans

Date

The recommendation in paragraph one is APPROVED:

/s/ [REDACTED]

1 OCT 1959

Director of Central Intelligence

Date

## Distribution:

Original &amp; 2 - Addressee

2 - DDP

1 - C/OPS

1 - C/CSIS

1 - C/WH/5

1 - C/WH/33

1 - C/WH/Personnel

DDP/WH/PLRS/[REDACTED] Rajs/CS15 (5 August 1959)

SECRET

23 October 1968

MEMORANDUM FOR: Secretary, Clandestine Services  
Career Service Board

SUBJECT : Recommendation for Promotion to  
GS-16: David A. Phillips

1. Mr. David A. Phillips is strongly recommended for promotion to GS-16 and is ranked Number 2 in WH Division's preference for promotion in that grade.

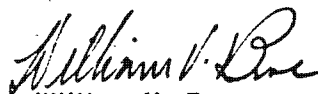
2. Mr. Phillips stands out among his peers as a true Clandestine Services operator. He has had a range of operational assignments enjoyed by few Clandestine Services officers. He served in Cuba, [redacted] Mexico and the [redacted]. His functional assignments have included Contract Agent, Operations Officer [redacted] [redacted] Chief of Station, and he is currently assigned as Chief, Cuban Operations Group. In regard to his tour as Chief of Station, [redacted] I cite the following quote made by [redacted] the [redacted] concerning the turbulent events in his country during his tenure:

"You know," he said, "looking back over those months when things seemed pretty bleak, two names come immediately to mind as able and effective representatives of the United States. They are Ellsworth Bunker and David Phillips."

203422-6  
24 Oct 1968

- 2 -

3. Mr. Phillips has the intelligence, language capability, personality, management and operational ability to move forward steadily in this Agency and he is now ready for promotion to GS-16. I urge you to act affirmatively on this promotion recommendation.



William V. Broe

Chief

Western Hemisphere Division

14-00000

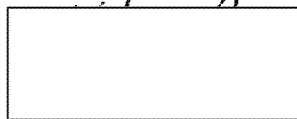
**S-E-C-R-E-T.**

27 February 1969

**MEMORANDUM FOR: Chief, WH Division**

**SUBJECT: Briefing at DO Base Chiefs' Conference  
by Mr. David A. Phillips**

I should like to express my thanks to you for having made available Mr. David A. Phillips to brief the DO Base Chiefs' Conference on 17 February 1969. His briefing was extremely lucid and helpful and expressly commended by all Conference participants. Please convey to him my personal appreciation of his efforts.



Chief, DO Division

**S-E-C-R-E-T**

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1 SERIAL NUMBER 024345		2 NAME (Last-First-Middle) PHILLIPS, David A.			
3 NATURE OF PERSONNEL ACTION <b>PROMOTION</b>			4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 15 68		5 CATEGORY OF EMPLOYMENT Regular
6 FUNDS V TO V CF TO V	V TO CF CF TO CF	7 FINANCIAL ANALYSIS NO CHARGEABLE 9135-0620		8 LEGAL AUTHORITY (Completed by Office of Personnel)	
9 ORGANIZATIONAL DESIGNATIONS DDP/WH WH/COG Office of the Chief			10 LOCATION OF OFFICIAL STATION Washington, D. C.		
11 POSITION TITLE Ops. Officer-Ch			12 POSITION NUMBER 1105		13 CAREER SERVICE DESIGNATION D
14 CLASSIFICATION (GS, F.B., etc.) GS		15 OCCUPATIONAL SERIES 0136.01		17 SALARY OR RATE \$25,118	
16 REMARKS					
18A SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER Secretary, CSCS Board	
DATE SIGNED 9 Dec 68					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE	23 INTEREST CODE	24 MONTHS
					25 DATE OF BIRTH MO. DA. YR.
					26 DATE OF GRADE MO. DA. YR.
					27 DATE OF LEL MO. DA. YR.
28 NTE EXPIRES MO. DA. YR.	29 SPECIAL REFERENCE	30 RES. PRESENT DATA 1-YES 2-CRCH 3-12A 4-NO	31 SEPARATION DATA CODE	32 CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	33 SECURITY REQ NO
					34 SEC
35 PET PREFERENCE CODE 0-NOISE 1-5 PT 2-10 PT	36 SERV COMP DATE MO. DA. YR.	37 LONG COMP DATE MO. DA. YR.	38 CAREER CATEGORY LGE RES. PREP TIME CODE	39 FEGLI HEALTH INSURANCE CODE CODE 0-NAIVE 1-YES HEALTH INS CODE	40 SOCIAL SECURITY NO
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)			42 LEAVE CAT CODE	43 FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1-YES 2-NO	44 STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1-YES 2-NO
45 POSITION CONTROL CERTIFICATION			46 OF APPROVAL H.B. Fisher		
			DATE APPROVED 13 Dec 68		

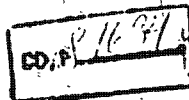
FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING AND  
DECLASSIFICATION



VOICE OF AMERICA  
UNITED STATES INFORMATION AGENCY  
WASHINGTON, D.C. 20547



April 15, 1968

Dear Dave:

I thought you would be pleased about a reference to you which came up in the course of a longish conversation last night with

[redacted] about the turbulent events in his country three years ago.

"You know," he said, "looking back over those months when things seemed pretty bleak, two names come immediately to mind as able and effective representatives of the United States. They are Ellsworth Bunker and David Phillips."

I thought such a pleasant echo of a rough period would help heal your ulcers.

Cordially,

Richard G. Cushing  
Deputy Director

Mr. David A. Phillips  
8224 Stone Trail Drive  
Carderock Springs  
Bethesda, Md. 20034

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				30 August 1967	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)			
024345		PHILLIPS, David A.			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE REQUESTED		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			MONTH DAY YEAR 9 10 67		REGULAR
6. FUNDS			7. FINANCIAL ANALYSIS NO. CHARGES		8. LEGAL AUTHORITY (Completed by Office of Personnel)
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CP TO V <input checked="" type="checkbox"/> X <input type="checkbox"/> CP TO CP			8235 0620		
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP/WH WH/COG OFFICE OF THE CHIEF			WASH., D.C.		
11. POSITION			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
OPS OFFICER-CH			1105		D
14. CLASSIFICATION SCHEDULE (G.S. 11, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
GS		0136.01		15 5	
17. SALARY					
19,978					
18. REMARKS					
FROM: DDP/WH/ <input type="checkbox"/> STATION <input type="checkbox"/> Request Approved Created by Pers. SD/GS 8/31/67 Rec 9/11/67 1 - Doc. 1 - 7					
18A. SIGNATURE OF REQUESTING OFFICER		DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
Henry L. Berthold C/WH/Pers		9/11/67		[Signature]	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGRITY CODE	24. HDQRS CODE
37	10	51504 WH	75013	5	1
25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI	28. DATE OF BIRTH	29. DATE OF GRADE	30. DATE OF LEI
1/1/31	1/1/31	1/1/31	1/1/31	1/1/31	1/1/31
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ NO	34. SEX	35. VET PREFERENCE	36. SERV COMP DATE
37. LONG COMP DATE	38. CAREER CATEGORY	39. FEEDBACK INSURANCE	40. SOCIAL SECURITY NO	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE	42. LEAVE CAT. CODE
43. FEDERAL TAX DATA	44. STATE TAX DATA	45. POSITION CONTROL CERTIFICATION	46. OP APPROVAL	47. DATE APPROVED	
				8 Sept 67	

SECRET



SECRET  
(When Filled In)

25 October 1966

David A. Phillips

MEMORANDUM FOR: [REDACTED]

THROUGH :

SUBJECT : Notification of Designation as a Participant in the Organization Retirement and Disability System

REFERENCE : Book Dispatch 5096 dated 12 August 1965

1. You have been found to be qualified as a participant in the Organization Retirement and Disability System and have been so designated effective 23 October 1966.

2. Although such designation under present statutes is viewed favorably by most persons, the regulation governing this retirement system gives the individual the right to appeal such a determination if he deems the designation adverse to his best interests. In order that this technical requirement may be satisfied, you are hereby notified of your right to appeal. An appeal with reasons therefore must be received in Headquarters within 60 days of the date of this memorandum or acceptance of designation will be assumed. Any questions that you may have in connection with your designation that cannot be answered by referring to referenced Book Dispatch should be forwarded to Headquarters.

3. We believe that the benefits of the Organization Retirement System are superior to the benefits of the Civil Service Retirement System. However, there are a few situations in which an employee *at the time of retirement* may have so many years of service (almost 37) that he would receive a higher annuity under the Civil Service System. Because of this, the policy decision has been made that a participant in the Organization System who would receive a higher annuity under the Civil Service System may, not later than one year prior to his retirement, apply to be removed from our system and transferred to the Civil Service System. Thus, you should not anticipate this contingency as a factor in deciding whether you regard your designation as a participant adverse to your best interests.



SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

David A. Phillips

**CONFIDENTIAL**

24 October 1966

**MEMORANDUM FOR: Chief, WH Division**

**THROUGH : Deputy Director for Plans**

**SUBJECT : Commendation**

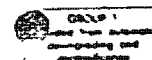
1. The [ ] Station has distinguished itself by especially meritorious service during the past year and has made a major contribution toward the advancement of the objectives of the United States Government in a critical situation. One year ago the people of the [ ] were facing a dismal future. Today, while the future remains uncertain, the prospects for eventual stability have been immeasurably increased. Several Departments and Agencies of the United States Government engaged in an effort to bring this about. I believe that the role of the CIA in the [ ] during the past year was a crucial one. The highly effective performance of the [ ] and the Base [ ] was the result of the combined efforts of each officer and employee stationed there. These men and women gave unsparingly of their time, energy and brain power. Their efforts were sustained over a long period under stressful circumstances. Now, while our long-term mission continues, a significant milestone has been reached and it is most appropriate at this time to grant this special recognition for a job well done to all members of the CIA team in the [ ] during the year ending June 30, 1966.

2. I should like to commend each member of the Station who contributed to this noteworthy performance and request that a copy of this commendation be placed in individual personnel files as appropriate.

*Richard Helms*

Richard Helms  
Director of Central Intelligence

**CONFIDENTIAL**



**SECRET**  
(If Any Filled In)

6-54

<b>REQUEST FOR PERSONNEL ACTION</b>						DATE PREPARED <b>4 October 1966</b>	
1. SERIAL NUMBER <b>024345</b>		2. NAME (Last-First-Middle) <b>PHILLIPS, DAVID A.</b>					
3. NATURE OF PERSONNEL ACTION <b>DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM</b>				4. EFFECTIVE DATE REQUESTED MONTH <b>10</b> DAY <b>23</b> YEAR <b>66</b>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>	
6. FUNDS 		V TO V  CF TO V <b>X</b>		7. FINANCIAL ANALYSIS NO CHARGEABLE <b>7135-0875</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel) <b>PL 88-643 Sect. 203</b>	
9. ORGANIZATIONAL DESIGNATIONS  <b>DDP/WH</b>				10. LOCATION OF OFFICIAL STATION <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (G.S. L.B. etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP <b>15</b>		17. SALARY OR RATE <b>\$</b>	
18. REMARKS <b>EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.</b>							
18A. SIGNATURE OF REQUESTING OFFICIAL			DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED
<b>SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL</b>							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC    ALPHABETIC		22. STATION CODE	23. INTEGREE CODE	24. MONTHS CODE	25. DATE OF BIRTH MO    DA    YR
26. DATE OF GRADE MO    DA    YR	27. DATE OF LEI MO    DA    YR	28. NTE EXPIRES MO    DA    YR		29. SPECIAL REFERENCE 1-USE 2-1-CA 3-WONE	30. RETIREMENT DATA CODE <b>2</b>	31. SEPARATION DATA CODE TYPE	32. CORRECTION CANCELLATION DATA MO    DA    YR
33. SECURITY REQ NO		34. SER		35. VET PREFERENCE CODE    0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO    DA    YR	37. LONG COMP DATE MO    DA    YR
38. CAREER CATEGORY CAR RESH PROV TEMP		39. REG. HEALTH INSURANCE CODE    0-WAIVER 1-YES		40. SOCIAL SECURITY NO		41. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO	
42. STATE TAX DATA FORM EXECUTED 1-YES 2-NO		43. NO TAX EXEMPTIONS		44. NO TAX EXEMPTIONS		45. POSITION CONTROL CERTIFICATION	
46. DATE APPROVED		47. DATE APPROVED		48. DATE APPROVED		49. DATE APPROVED	
<div style="display: flex; justify-content: space-between;"> <div>10-13 GGN</div> <div>See memo signed by D/Pers dated 10 OCT 1966</div> </div>							

FORM 1152 USE PREVIOUS EDITION  
DD FORM 4-7-66

**SECRET**

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

**CONFIDENTIAL**  
(When Filled In)

<b>NOTICE OF CREDITABLE SERVICE</b> [FOR LEAVE PURPOSES]		<input type="checkbox"/> VOUCHERED <input checked="" type="checkbox"/> UNVOUCHERED
NAME (Last, First, Middle) <b>PHILLIPS, David A.</b>		SERIAL NO. <b>004345</b>
OFFICE (and Division) <b>DDP/VH</b> <b>Foreign Field</b> <b>Branch 2</b>		
<input type="checkbox"/> ORIGINAL <input checked="" type="checkbox"/> CORRECTION	SERVICE COMPUTATION DATE (Mo - da - yr) <b>01-15-53</b>	
THIS DATE <b>7-01-66</b>	SIGNATURE (Office of Personnel) <div style="border: 1px solid black; height: 20px; width: 100px;"></div>	

FORM 171 OBSOLETE PREVIOUS  
5-63 EDITIONS.

**CONFIDENTIAL**

GROUP 1  
EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

(4)

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 27 JULY 1965	
1 SERIAL NUMBER 024345		2 NAME (Last-First-Middle) PHILLIPS, DAVID A.									
3 NATURE OF PERSONNEL ACTION REASSIGNMENT						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR JUN 6 65		5 CATEGORY OF EMPLOYMENT REGULAR			
6 FUNDS		V TO V		V TO CF		7 COST CENTER NO. CHARGE ABLE 6135 0875		8 LEGAL AUTHORITY (Completed by Office of Personnel)			
CF TO V		XX		CF TO CF							
9 ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 2 STATION						10 LOCATION OF OFFICIAL STATION					
11 POSITION TITLE CHIEF OF STATION						12 POSITION NUMBER 0274		13 CAREER SERVICE DESIGNATION D			
14 CLASSIFICATION SCHEDULE (GS, I, II, etc.) GS				15 OCCUPATIONAL SERIES 0136.05		16 GRADE AND STEP 15 4		17 SALARY OR RATE \$ 18,170			
18 REMARKS FROM: DDP/WH/BRANCH 1 MEXICO CITY, MEXICO/STATION/0340/ MEMORANDUM SENT TO DDCT VIA DDP REQUESTED THE APPOINTMENT OF MR. PHILLIPS AS COS, STATION APPROVED ON 13 APRIL 1965. MR. PHILLIPS REPLACED MR. EDWIN M. TERRELL WHO HAS BEEN ASSIGNED TO WH/BRANCH 2/HEADQUARTERS, EFFECTIVE 6 JUNE 1965. FORM 259 HAS BEEN SUBMITTED 1-FINANCE 1-SECURITY 18A SIGNATURE OF REQUESTING OFFICER ROBERT D. CASHMAN C/WH/PERS DATE SIGNED 29 July 65 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER DATE SIGNED 8/3/65 SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL 19 ACTION CODE 37 20 EMPLOY CODE 10 21 OFFICE CODING NUMERIC 51650 ALPHABETIC WH 22 STATION CODE 19039 23 INTEGREE CODE 3 24 HOURS 10 25 DATE OF BIRTH 31 43 26 DATE OF GRADE 31 43 27 DATE OF LEI 31 43 28 NTE EXPIRES MO DA YR XX XX XX 29 SPECIAL REFERENCE 1-CSL 2-FICA 3-VOIR 30 RETIREMENT DATA CODE 31 SEPARATION DATA CODE TYPE 32 CORRECTION/CANCELLATION DATA MO DA YR 33 SECURITY REQ NO 34 SEX 35 VET PREFERENCE CODE 36 SERV COMP. DATE MO DA YR 37 LONG COMP. DATE MO DA YR 38 CAREER CATEGORY CODE 39 FEGLI HEALTH INSURANCE CODE 40 SOCIAL SECURITY NO 41 PREVIOUS GOVERNMENT SERVICE DATA CODE 42 LEAVE CAT CODE 43 FEDERAL TAX DATA FORM EXECUTED CODE 44 STATE TAX DATA FORM EXECUTED CODE 45 POSITION CONTROL CERTIFICATION 8-3-65 46 O.P. APPROVAL DATE APPROVED 8/3/65											

S-E-C-R-E-T

## CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

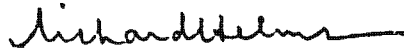
TO : David A. Phillips

SUBJECT: TDY in [REDACTED]

Most of you who went down to [REDACTED] departed with so much speed and so little ceremony that there was no time to explain the importance and urgency of your assignments. Now that you have served there during the crisis, the importance of the task needs no embellishment from us, but you should know that the contribution of the augmented Station was decisive in shaping the policies and actions of the government and in avoiding several major mistakes. For weeks after the [REDACTED] revolution, our Station reporting was literally the only source of information that the United States had on the role of Communism among the rebel forces and on conditions outside the capital.

Many fine things were done in the Station and in the hinterland by all of you. Manning the check-points under fire, flying to remote and hostile villages, moving tons of supplies through the gauntlet of the communications line, toiling over midnight reports, and keeping open our country's only commo link -- all these things were commonplace. The dedication, discipline, and routine of our personnel placed them in a class apart.

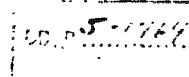
To the sense of pride and accomplishment you must already feel, I want to add the gratitude and admiration of the DDP and of the Agency.



Richard Helms  
Deputy Director of Central Intelligence

S-E-C-R-E-T

SECRET



12 Apr 1965

65-1911

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA : Deputy Director for Plans

SUBJECT : Appointment of Mr. David A. Phillips as  
Chief of Station, [redacted]  
[redacted]

1. The appointment of Mr. David A. Phillips as Chief of Station, [redacted] effective on or about 15 October 1965, is recommended. Mr. Phillips would replace Mr. Edwin M. Terrell.

2. Mr. Phillips was employed in a contract status from 1952 to 1955 and became a Staff Employee in April 1955. He resigned from the Agency in August 1958 to enter private business. In March 1960 he returned to the Agency as a staff employee and is presently assigned as Operations Officer, Mexico City, Mexico, GS-15. A biographic data sheet, giving more detailed information on Agency experience and training, is attached.

*R. W. Hecker*  
Desmond Fitzgerald  
Chief

Western Hemisphere Division

1 Attachment  
Biographic Profile (Part 1)

APPROVAL RECOMMENDED:

*[Signature]*

Deputy Director for Plans

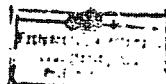
(Date)

The recommendation in paragraph 1 is APPROVED:

*[Signature]*  
Deputy Director of Central Intelligence

20 Apr 1965  
(Date)

SECRET



SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 27 September 1963	
1. SERIAL NUMBER 024345		2. NAME (Last-First-Middle) PHILLIPS, DAVID A					
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 29 63		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS V TO V CF TO V		V TO CF X CF TO CF		7. COST CENTER NO. CHARGE-ABLE 41355700 1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 3 MEXICO CITY MEXICO STATION				10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO			
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER 0340		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 E 3		17. <del>15.05</del> 15.52.5	
18. REMARKS  This is a PMA in accordance with SF 50-41c(1) for 2 years							
19. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHMAN, C/WH/PERS				DATE SIGNED 10/3/63		20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]	
DATE SIGNED 17 Sept 63							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
21. ACTION CODE 22		23. OFFICE USE NO. 51400		24. STATION CODE WH		25. DATE OF BIRTH 10/31/22	
26. DATE OF DEATH		27. DATE OF DEATH		28. DATE OF DEATH		29. DATE OF DEATH	
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REQUEST FOR PERSONNEL ACTION				DATE PREPARED 17 August 1961																
1. SIC AL NUMBER <b>0136</b>		2. NAME (Last First Middle) <b>PHILLIPS, David A.</b>		3. EFFECTIVE DATE OF ACTION MONTH DAY YEAR <b>8 23 61</b>																
4. NATURE OF PERSONNEL ACTION <b>REGULAR</b>		5. CATEGORY OF EMPLOYMENT <b>Regular</b>		6. COST CENTER NO. CHARGEABLE <b>1135-5700-1000</b>																
7. FUNDS <b>Y TO V</b>		8. V TO CF <b>X</b>		9. LIT. AUTHORITY (Completed by Office of Personnel)																
10. ORGANIZATIONAL DESIGNATIONS <b>DDP/AR Branch 3 Mexico City Mexico Station</b>		11. LOCATION OF OFFICIAL STATION <b>Mexico City, Mexico</b>		12. POSITION NUMBER <b>340</b>																
13. POSITION TITLE <b>Ops. Officer</b>		14. PER CONTROL NO.		15. CAREER SERVICE DESIGNATION																
16. CLASSIFICATION SCHEDULE (GS, LP, etc.) <b>GS</b>		17. OCCUPATIONAL SERIES <b>0136.01</b>		18. SALARY OR RATE <b>10,700</b>																
19. REMARKS <b>No sick and 12 hours annual leave to be transferred to the Dept. of State</b>																				
20. SIGNATURE OF REQUESTING OFFICIAL <b>H. Honey, Cover Officer, 10104</b>				21. SIGNATURE OF CAREER SERVICE APPROVING OFFICER																
22. SPACE BELOW FOR EXCHANGE USE																				
<table border="1"> <thead> <tr> <th>EXCHANGE NO.</th> <th>EXCHANGE DATE</th> <th>EXCHANGE TYPE</th> <th>EXCHANGE STATUS</th> <th>EXCHANGE COMMENTS</th> </tr> </thead> <tbody> <tr> <td>55</td> <td>10</td> <td>64710</td> <td>64H</td> <td>43015</td> </tr> <tr> <td>3</td> <td>10.31.22</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						EXCHANGE NO.	EXCHANGE DATE	EXCHANGE TYPE	EXCHANGE STATUS	EXCHANGE COMMENTS	55	10	64710	64H	43015	3	10.31.22			
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FORM 1152

SECRET

141

SECRET

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				28 June 1961	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)			
024345		PHILLIPS, DAVID A.			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE REQUESTED		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			08 1961		REGULAR
6. FUNDS		7. COST CENTER NO. CHARGE-ABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
V TO V		1135 5700 1000			
CF TO V		X		CF TO CF	
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP WH BRANCH 3 MEXICO CITY, MEXICO STATION			MEXICO CITY, MEXICO		
11. POSITION TITLE			12. POSITION NUMBER	13. PER CONTROL NO.	14. CAREER SERVICE DESIGNATION
OPS OFFICER			D	340	D
15. CLASSIFICATION SCHEDULE (GS, LP, etc.)		16. OCCUPATIONAL SERIES	17. GRADE AND STEP	18. SALARY OR RATE	
GS		14	0136.01	14 3	12,730
19. REMARKS					
From: DDP/WH/4/BA-624/Wash., D.C.					
Subject scheduled to integrate o/a 21 August 1961.					
It is requested that this action be made effective no later than 6 August 1961.					
1 copy to Security.					
Security Approval Transferred by Pers. SD/OS 7/12/61					
252/21/61					
19A. SIGNATURE OF REQUESTING OFFICER			19B. SIGNATURE OF APPROVING OFFICER		
STATE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
20. POSITION CODE	21. EMPLOYMENT CODE	22. PAY GRADE	23. PAY STEP	24. PAY RATE	25. PAY RATE
37	10	44700	WH	45075	3
26. PAY RATE	27. PAY RATE	28. PAY RATE	29. PAY RATE	30. PAY RATE	31. PAY RATE
32. PAY RATE	33. PAY RATE	34. PAY RATE	35. PAY RATE	36. PAY RATE	37. PAY RATE
38. PAY RATE	39. PAY RATE	40. PAY RATE	41. PAY RATE	42. PAY RATE	43. PAY RATE
44. POSITION CONTROL CERTIFICATION	45. OFFICE APPROVAL				
21 Kearney 5/18/61					

SECRET

SECRET

1 2473

29 June 1961

MEMORANDUM FOR THE RECORD

SUBJECT: David A. Phillips

On 14 June 1961 the undersigned reviewed with Mr. David A. Phillips his career development prospects for the next five year period. We agreed that the following represented a desirable and fairly firm goal in this respect:

a. In general his future training and field experience should place sufficient stress on the CI and FI fields to avoid the career confinement of strict CA specialization.

b. His next assignment would be a normal field tour in Mexico City. Upon return from that assignment, he would receive up to six months training to be followed by an assignment to the CA Staff (or the organizational successor thereof). One of his primary undertakings in the CA Staff would be to develop what might best be termed "ideological warfare" (e.g., a search for basic ideas and concepts with wide appeal) as opposed to the normal propaganda approach (e.g., a running debate on current events).

(Signed: Richard M. Bissell, Jr.)

RICHARD M. BISSELL, JR.  
Deputy Director  
(Plans)

cc: ASIA (Pers)  
Attn Panel A  
Mr. Phillips  
Tara C/WH  
-OP/RSD

NYH 800H

JUN 30 3 23 PM '61

SECRET

OFFICE OF SECRETARY

SECRET

1 June 1961

MEMORANDUM FOR: Chief, Finance Division

FROM : Chief, WH/4/Support

SUBJECT : Premium Pay

Due to the recent reduction in heavy workload requirements, the following employees are no longer entitled to Premium Pay. It is requested that this entitlement be discontinued effective c.o.b. 10 June 1961. The salaries are chargeable to Allotment #535-5000-8021:

[REDACTED]  
BROWN, Fravel S.

[REDACTED]  
CARTWRIGHT, Cecil J.

KENT, William M.  
MORALES, David S.  
MURRAY, William J.

[REDACTED]  
PHILIPS, David A.

[REDACTED]  
REYNOLDS, Robert

[REDACTED]  
[REDACTED]  
Chief, WH/4/Support

Distribution:

- 2 - Chief, Finance Division (ea. employee)
- 2 - Director of Personnel (ea. employee)

SECRET

**SECRET**  
REQUEST FOR PERSONNEL ACTION

1. Serial No.		2. Name (Last-First-Middle)		3. Date Of Birth		4. Ver. Prof.		5. Sex		6. CS - EOD	
				Mo. Da. Yr.		None 0 5 Pt-1 10 Pt-2				Mo. Da. Yr.	
7. SCD		8. CSC Retmt.		9. CSC Or Other Legal Authority		10. Apmt. Affidav.		11. FEGLI		12. LCD	
Mo. Da. Yr.		Yes-1 No-2				Mo. Da. Yr.		Yes-1 No-2		Mo. Da. Yr.	

**PREVIOUS ASSIGNMENT**

14. Organizational Designations		Code		15. Location Of Official Station		Station Code	
COAS DEVELOPMENT COMMAND							
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv. 20. Occup. Series	
Dept. - USfld - Frqn -							
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade	
		\$				Mo. Da. Yr.	
						25. PSI Due	
						Mo. Da. Yr.	
						26. Appropriation Number	

**ACTION**

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		51		Mo. Da. Yr.		REGULAR		e/			

**PRESENT ASSIGNMENT**

31. Organizational Designations		Code		32. Location Of Official Station		Station Code	
DIP WH BRANCH 4		4211		WASH., D. C.			
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv. 37. Occup. Series	
Dept. - USfld - Frqn -		OPS OFFICER		2-14 PA-624		GS 0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade	
14 3		\$ 11835		D		Mo. Da. Yr.	
						42. PSI Due	
						Mo. Da. Yr.	
						43. Appropriation Number	
						0135 1000 1000	
<b>SOURCE OF REQUEST</b>							
A. Requested By (Name And Title)				C. Request Approved By (Signature And Title)			
WH/PERSONNEL OFFICER							
B. For Additional Information Call (Name & Telephone Ext.)							
JOHN WASHINKO X8242							
<b>CLEARANCES</b>							
Clearance		Signature		Date		Clearance	
A. Career Board						D. Placement	
B. Pos. Control				7-15-60		E.	
C. Classification						F. Approval B.	
						7-15-60	
Remarks: Staffing Complement Change.							
2 copies to Security.							

RE

**SECRET**  
FOR PERSONNEL ACTION

1. Serial No. 4345		2. Name (Last-First-Middle) PHILLIPS, DAVID A.		3. Date Of Birth Mo. 10, Da. 31, Yr. 22		4. Vet. Pres. 5. Sex M - W		6. CS - EOD Mo. 10, Da. 31, Yr. 60	
7. SCD Mo. 10, Da. 31, Yr. 60		8. CSC Permit Yes - 1 Code 1 No - 8		9. CSC Or Other Legal Authority CSCA 4035		10. Apmt. Affidav. Mo. 10, Da. 31, Yr. 60		11. ECD - 19 Mo. 10, Da. 31, Yr. 60	
12. SCD Mo. 10, Da. 31, Yr. 60		13. ECD - 19 Mo. 10, Da. 31, Yr. 60		14. ECD - 19 Mo. 10, Da. 31, Yr. 60		15. ECD - 19 Mo. 10, Da. 31, Yr. 60		16. ECD - 19 Mo. 10, Da. 31, Yr. 60	

02 12 54

## PREVIOUS ASSIGNMENT

14. Organizational Designations OFFICE/SECTION 3-14-60		Code W12		15. Location Of Official Station		Station Code	
16. Dept. - Field Dept. USMID - Frgn		17. Position Title		18. Position No.		19. Serv.	
20. Grade & Step 5		21. Salary Or Rate		22. SD		23. Date Of Grade Mo. 10, Da. 31, Yr. 60	
24. Date Of Grade Mo. 10, Da. 31, Yr. 60		25. PSI Due Mo. 10, Da. 31, Yr. 60		26. Appropriation Number			

## ACTION

7. Nature Of Action EXCEPTED APPOINTMENT*		Code 11		28. Eff. Date Mo. 10, Da. 31, Yr. 60		29. Type Of Employee REGULAR		Code 25		30. Separation Date	
--	--	------------	--	---	--	---------------------------------	--	------------	--	---------------------	--

## PRESENT ASSIGNMENT

31. Organizational Designations CS/CS DEVELOPMENT COMPLEMENT DDP WH DIVISION		Code 4658		32. Location Of Official Station WASHINGTON, D. C.		Station Code	
33. Dept. - Field Dept. USMID - Frgn		34. Position Title OPS OFFICER		35. Position No. 63146-C		36. Serv. GS	
37. Occup. Series 0130.01		38. Grade & Step 14 3		39. Salary Or Rate \$11,835		40. SD D	
41. Date Of Grade Mo. 10, Da. 31, Yr. 60		42. PSI Due Mo. 10, Da. 31, Yr. 60		43. Appropriation Number 0320-1998			

## SOURCE OF REQUEST

A. Requested By (Name And Title) WH/PERSONNEL OFFICER		C. Request Approved By (Signature And Title) <i>[Signature]</i>	
B. For Additional Information Call (Name & Telephone Ext.) John Washinko X6242			

## CLEARANCES

Clearance		Signature		Date	
A. Career Board		<i>[Signature]</i>		1/17/60	
B. Pos. Control		<i>[Signature]</i>		2-9-60	
C. Classification		F. Approved By		<i>[Signature]</i>	

## Remarks

\*See DIR 10716 (OUT 83837) released by DDP on 16 January 1960. Proposed EOD date is 22 February 1960.

2 copies to Security Office.

FORM NO 1 MAR 57 1152

\*APPROPRIATE

SECRET

*[Handwritten notes and signatures]*

## OFFICE OF PERSONNEL

## RESIGNATION

I Resign For The Following Reason:

FL9 4 2 37 PM '60

MAIL ROOM

My Last Working Day Will Be

This Date (Date Of Signature)

Signature

Forward Communications, Including Salary Checks And Bonds, To The Following Address (Number, Street, City, Zone, State):

I am resigning for personal reasons and am not eligible for  
 30 day reemployment. I am resigning because I have  
 accepted a position with the U.S. Government.

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : File

DATE 18 March 1960

FROM :

SUBJECT: PHILLIPS, DAVID A.

Effective date of CA is 19 Aug 1958, per Mr. Toomey, x2823

This time is creditable for LCD only, per Mr. Stevens.

Mr. Phillips was same as independent contractor, per Lyle Miller, x3039.

*Lc*



David Phillips

Per Mr. Washburn x8x4x

Phillips is presently contract Agent.  
and (a staff employee)

DDP. approval per Pissell via Cable.  
will be here to Food 1 March.

WH - Has already contacted <sup>(Cagione)</sup> Security  
but they will grant clearance, subject  
to poly.

Kennedy (MC) has copies of 89 (on  
Phillips' wife and children). He says  
OK to enter on duty, but will  
be subject to medical when on  
duty.

Phillips will be in (8 Feb) Mon.  
for TOY and will have poly at  
that time (1:00 pm)

2-8-60 <sup>Policy is</sup> ~~limited~~ <sup>in</sup> ~~policy~~ <sup>the</sup> ~~will be in~~ <sup>at</sup> ~~for~~ <sup>March.</sup>

**SECRET**  
(When Filled In)

<b>REQUEST FOR SECURITY CLEARANCE</b>				REQUEST NO. (11-84) <b>CS</b> <b>1-3573</b> <b>1st. Corp.</b> REQUEST DATE (12-11) <b>8 Feb 1966</b> YEAR OF BIRTH (29-30) <b>1922</b> GRADE (42-44) <b>GS-11</b> ORGN. CODE (49-49) <b>1600</b> TYPE OF APPL. (49) <b>7</b> NOQTR & FUND (50) <b>1</b> CLEARANCE (51) <b>3</b> RECRUIT. CODE (55-54) <b>001</b> VET PREP. & SEX (55) <b>1</b>	
NAME (LAST - FIRST - MIDDLE) (12 - 20) <b>PHILIP M. WASHINGTON</b>				POSITION NUMBER (31 - 35) <b>0136.01</b>	
POSITION TITLE <b>OFF. SECURITY</b>				OCCUP. CODE (37 - 48) <b>0136.01</b>	
LOCATION (CITY, STATE, COUNTRY) <b>Washington, DC</b>				ASSIGNMENT (OFFICE, DIVISION, BRANCH) <b>HRP/WH Division CS/CS Dev Comp</b>	
TYPE OF APPLICANT <input type="checkbox"/> REGULAR <input type="checkbox"/> CONSULTANT <input checked="" type="checkbox"/> CONTRACT <input type="checkbox"/> MILITARY				CONVERSION ACTION <b>CONTRACT to SE</b>	
NAME OF REQUESTER (OR OFFICIAL) <b>G. M. Stewart/hc</b>				TYPE OF ASSIGNMENT AND FUND <input checked="" type="checkbox"/> HQS <input type="checkbox"/> USP <input type="checkbox"/> PP <input type="checkbox"/> V <input checked="" type="checkbox"/> UV	
CLEARANCE REQUIRED				PROVISIONAL FOR (INDICATE NAME OF POOL OR GROUP): <input type="checkbox"/> SECRET <input checked="" type="checkbox"/> FULL	
ATTACHMENTS				PERSONAL HISTORY STATEMENT PHOTOGRAPHIC REQUEST FOR WAIVER	
VETERANS STATUS				APPENDIX II REPORT OF INTERVIEW MALE - VETERAN FEMALE - VETERAN MALE - NON-VETERAN FEMALE - NON-VETERAN	
<p><b><u>PLEASE EXPEDITE</u></b></p> <p>Mr. Washinko, WH Division, advises that Mr. Osborne (Office of Security) has indicated that subject would be granted immediate security clearance, subject to poly.</p> <p>Former Staff Employee. Your Case #10696.</p> <p>Presently Contract Agent.</p> <p>HAND CARRY</p> <p>0 SO 0 OTF</p>					
SPACE BELOW FOR OS USE ONLY					

☐ UNCLASSIFIED
 ☐ INTERNAL USE ONLY
 ☐ CONFIDENTIAL
 ☒ SECRET

# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

WH/Personnel

NO.

DATE

22 January 1960

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

WH/Pers Ofcr

2.

3.

C/WH/Support

4.

5.

WH/Pers

6.

7.

CS/PO 2120 I Bldg.

8.

9.

MRS. CARROLL

10.

CURIE

11.

12.

13.

14.

15.

22 Jan 60 JCB

JAN 25 1960 Mr

JAN 26 1960 1/27 RG

42460 Mr

Service as CA with agency, no creditable service RCD, but not SCD. 3-14-60 per Gene Stuenkel

Please coordinate with [ ] per his conversation with Mr. [ ] WH/Pers on 22 Jan 60.

Send 259 p to Mr Kennedy MO. stating 89's have been forwarded to MO on Phillips, wife and all children.

Sent to MO 2-10-60  
 For mail - 15 Mar - 8:30

FORM 1 DEC 56

SECRET

USE PREVIOUS EDITIONS

☐ SECRET

☐ CONFIDENTIAL

☐ INTERNAL USE ONLY

☐ UNCLASSIFIED

U. S. GOVERNMENT PRINTING OFFICE: 1956 O - 316731

☐ UNCLASSIFIED ☐ INTERNAL USE ONLY ☐ CONFIDENTIAL ☐ SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

NEA/ADM/Personnel  
1031 Bldg x8671

NO.

DATE

6 August 1958

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

NEA/B &amp; P

2.

3.

~~NEA/ADM~~

4.

5.

NEA/PERSONNEL

6.

7.

CS/CS PANEL (Section A) 210GL

8.

CPD

9.

~~OFFICE OF PERSONNEL~~

10.

C/CPD

11.

2102-L

12.

13.

14.

15.

FORM

610

USE PREVIOUS EDITIONS

SECRET

☐ CONFIDENTIAL☐ INTERNAL USE ONLY☐ UNCLASSIFIEDEmployee had  
following:Security debriefing  
CPD  
Finance  
Logistics

F. Newald

1, 13, 00, 4, 1

In your signature  
Please - True Resp.

14-32-16-X

**INTERNAL  
USE ONLY**

~~SECRET~~

ROUTING AND RECORD SHEET				
SUBJECT: (Optional)				
FROM: NEA/ADM/Personnel 1103 1 Bldg. x8671			NO.	
			DATE	
TO: (Officer designation, room number, and building)			16 May 1957	
	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. NEA/B & P			ELB	
2.				
3. NEA/TRG		20 May	7	
4.				
5. NEA/PERSONNEL		20 May	7	
6. CNEA				approved by DC/NEA & D2
7. H DIVISION		22 May 22	DCB	Please attach unrecorded fitness report
8.				
9. CS PANEL (Section A) 2309L		18 June	Pat	Latest Fitness Report for period February-September 1956 is in file. Shortly after this period sub, at now returned for TOI with NEA.
10. PED		20/6/57	4/2/57 2088	
11. OFFICE OF PERSONNEL		1957	25 JUN 1957	
12. PD Room 401	10/6	26 June	26 June	
13. Here	16th			
14. Chief/CPD				
<p>For your signature TO support ch list if needed, submitted by you 19 June 1957</p> <p>261 wing 20 June 57 Cahd = 542 2088 PED</p>				

FORM 610  
1 DEC 36

610

USE PREVIOUS EDITIONS

**SECRET**

☐ **CONFIDENTIAL**

☐ INTERNAL USE ONLY

☐ UNCLASSIFIED

**SECRET**  
(WHEN FILLED IN)

REPORT OF SEPARATION			DATE 18 August 1955	
			SERVICE DESIGNATION DP	
1. NAME (LAST, FIRST, MIDDLE) <i>David H. [unclear]</i>	2. DATE OF BIRTH 10/31/22	3. JOB TITLE Ops Officer (PP)		4. GRADE GS-14
5. OFFICE DDP/NSA	6. DIVISION DDP/NSA	7. BRANCH Egypt & Arab States Br.		
8. LONGEVITY COMPUTATION DATE 4/1/55	9. DATE OF RESIGNATION 13 Aug 55	10. SEPARATION CATEGORY 1,13,00,4,1		
11. DATE EXIT INTERVIEW	12. NAME OF EXIT INTERVIEWER			
13. REMARKS  <p align="center">To enter Private Business</p> <p align="center">This is for record only</p> <p align="center">No exit interview conducted</p>				
14. <input type="checkbox"/> IS <input type="checkbox"/> IS NOT RECOMMENDED FOR RE-EMPLOYMENT		15. <input type="checkbox"/> IS <input type="checkbox"/> IS NOT RECOMMENDED FOR RE-EMPLOYMENT		
SIGNATURE OF SUPERVISOR				
15. <input type="checkbox"/> IS <input type="checkbox"/> IS NOT RECOMMENDED FOR RE-EMPLOYMENT				
SIGNATURE OF PLACEMENT OFFICER		SIGNATURE OF PERSONNEL RELATIONS OFFICER		

FORM NO. 971 REPLACES FORM 87-154  
1 MAY 55 WHICH IS OBSOLETE

**SECRET**

## Office Memorandum • UNITED STATES GOVERNMENT

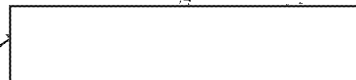
TO : The record

DATE: 15 Aug 58

FROM : [REDACTED] /CPD(Staff Agent Branch)

SUBJECT: *Shirley Phillips*  
~~[REDACTED]~~

1. This is certification that during the Personnel interview with Mr. ~~[REDACTED]~~ on 7 Aug 58 he specifically stated that he did not want an SF-8(Unemployment Compensation Program) sent to the DDP/HEA Division.
2. Subject coordinated with CCB 7 Aug 58 re: retirement(all services were being combined and sent to the CSC)
3. Subject had intention of checking B & C re: Hospitalization, Mutual Insurance & Conversion of FEGLI.



11 August 1958

I resign from Central Intelligence Agency

effective date of business Wednesday 13th  
5/ August, 1958.

David A. Shinn

4824 WILKINSON ST.  
FORT WORTH, TEXAS



## SECRET

(When Filled In)

DATE PREPARED			REQUEST FOR PERSONNEL ACTION										V to V		V to UV	
Mo	Da	Yr											UV to V		UV to UV	
8	6	58														
1. Serial No.			2. Name (Last-First-Middle)					3. Date of Birth			4. Var. Pref.		5. Sex		6. CS - EOD	
			<i>Frank J. Dewald</i>					Mo Da Yr			M		Mo Da Yr			
			10 31 22					Mo Da Yr		M		Mo Da Yr				
7. SCD			8. CSC Reim.		9. CSC Or Other Legal Authority			10. Appt. Affidav.		11. FEGLI		12. LCD		13. MIL. SERV. CREDIT, LCD		
Mo Da Yr			Yes - 1 Code					Mo Da Yr		Yes - 1 Code		Mo Da Yr		Yes - 1 Code		
			No - 2							No - 2				No - 2		

## PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP/NEA PROJECT ANNEX EGYPT & ARAB STATES BRANCH PROJECT PECCATE											
16. Dept.-Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept. Valid From		Code		OFS. OFFICER (PQ)		REP 8127		GS		0136.31	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
14 3		\$ 11,835.00		DP		Mo Da Yr		Mo Da Yr		9-33-1-91-21	

## ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
RESIGNATION*		Tob		8 13 58		REGULAR (SA)					

## PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
33. Dept.-Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. Valid From		Code									
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
		\$				Mo Da Yr		Mo Da Yr			
SOURCE OF REQUEST						C. Request Approved By (Signature And Title)					
A. Requested By (Name And Title)											
FRANK J. DEWALD, Jr., NEA/SS/PERSONNEL											
B. For Additional Information Call (Name & Telephone Ext.)											
Shirley M. Ryan ext. 6071											
CLEARANCES											
Clearance		Date		Clearance		Signature		Date			
A. Career Board		1958 13		D. Placement							
B. Pos. Control				E.							
C. Classification				F. Approved By		<i>Frank J. Dewald</i>					
Remarks											
*See reverse side.											

SECRET  
(When Filled In)

## RESIGNATION

I Resign For The Following Reason:

ENTER PRIVATE BUSINESS

My Last Working Day Will Be

Cob 13 Aug 58

This Date (Date Of Signature)

13 Aug 58

Signature

John P. H. H. H.

Forward Communications, Including Salary Checks And Bonds, To The Following Address (Number, Street, City, Zone, State):

4804 WINSBORO - FORT WORTH, TEXAS

SECRET

05051

STANDARD FORM 52 U.S. GOVERNMENT PRINTING OFFICE: 1950 O - 354-55-055		UNVOUCHERED	
<b>REQUEST FOR PERSONNEL ACTION</b>			
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.			
1. NAME (Mr - Miss - Mrs - One given name, initial(s), and surname) <b>(P) David Phillips</b>		2. DATE OF BIRTH <b>31 Oct. 1922</b>	3. REQUEST NO.
4. DATE OF REQUEST <b>16 May '57</b>		5. EFFECTIVE DATE & PROPOSED <b>30 April 1957</b> <b>16 June 57</b>	6. C.S. OR OTHER LEGAL AUTHORITY <b>179</b>
7. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Reassignment (Staff Grade)</b>		8. APPROVED: <b>16 JUN 1957</b>	
9. POSITION (Specify whether establish, change grade or title, etc.)		10. OPS. OFF. (PP) <b>BAF 125</b>	
11. FROM—Ops. Off. (PP) <b>GS-0136.31-14 \$10,535.00 p.a.</b> <b>DDP/WF</b> <b>Branch III</b> <b>Havana, Cuba - Station</b> <b>Havana, Cuba</b> <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. TO—Ops. Off. (PP) <b>GS-0136.31-14 \$10,535.00 p.a.</b> <b>DDP/NEA</b> <b>Egypt and Arab States Branch</b> <b>Project PECTATE</b> <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	
13. REMARKS (Use reverse if necessary) <b>Transferred from WAF to NEA</b> <b>16 July 57</b> <b>Copy Security - 16 May 57 - LPL</b>			
14. REQUESTED BY (Name and title) <b>T. J. Hester, NEA/ADM/PERSONNEL</b>		15. REQUEST APPROVED BY <b>[Signature]</b>	
16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Shirley Matthews ext. 8071</b>		17. SIGNATURE: <b>[Signature]</b>	
18. VETERAN PREFERENCE SCORE: <input type="checkbox"/> UNDE <input type="checkbox"/> OTHER <input type="checkbox"/> PT <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <b>100% 11 June 57</b> <b>Disability Pension</b> <b>41750</b>		19. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I.A. <input type="checkbox"/> PEAL <b>14 JUNE 57</b> <b>SD+DP</b>	
20. SUBJECT TO C.S. RETIREMENT ACT (YES—NO) <b>Yes</b>		21. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) <b>16 JUN 1957</b>	
22. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED <b>STATE:</b>		23. STAFF AND OTHER REMARKS <b>Present Letter o.k. per K.L.W. 8 July 57</b> <b>Fountain taking care of Equal Allowances.</b>	
24. CLEARANCES A. <input type="checkbox"/> B. CEIL. OR POS CONTROL C. CLASSIFICATION D. PLACEMENT OR EMPL. E.		25. INITIAL OR SIGNATURE <b>MIS</b> <b>25 JUN</b> <b>21 Jun 57</b> <b>14 JUNE 57</b>	
26. APPROVED BY <b>[Signature]</b>		27. REMARKS <b>SECRET</b>	

10 JUL 1967

14-00000

SECRET

STANDARD FORM 52 PROCESSED BY THE U. S. AIR FORCE PERSONNEL BUREAU, OFFICE OF PERSONNEL ACTION		REQUEST FOR PERSONNEL ACTION		UNVOUCHERED	
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.					
1. NAME (Mr., Miss, Mrs., Miss & son name, initial(s), and surname) <i>Harold [unclear]</i>		2. DATE OF BIRTH 31 Oct 1922		3. REQUEST NO.	
4. DATE OF REQUEST 7 May 1956		5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment (Staff Agent)		6. EFFECTIVE DATE A. PROPOSED:	
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: JUN 3 1956		7. C. S. OR OTHER LEGAL AUTHORITY	
FROM— Ops Officer (PP) EAF-125		TO— Ops Officer (PP) EAF-125 GS-0136.31-14 \$10320.00 p.a.		8. SERVICE, GRADE, AND SALARY	
9. ORGANIZATIONAL DESIGNATIONS		10. HEADQUARTERS DDP/AM Branch III HAVANA-CUBA STATION Havana, Cuba		11. FIELD OR DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL (DP)	
12. REMARKS (Use reverse if necessary) New T/O		13. USED IN LIEU OF SF50 NOTIFICATION OF PERSONNEL ACTION			
14. REQUESTED BY (Name and title) <i>C/AM</i>		15. REQUEST APPROVED BY Signature: _____ Title: _____			
16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <i>X-1457</i>		17. VETERAN PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> SPT <input type="checkbox"/> 15 POINT <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER <input type="checkbox"/>			
18. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> 1 A <input type="checkbox"/> REAL <input type="checkbox"/>		19. DATE OF APPOINTMENT AFFIDAVIT'S (ACCESSIONS ONLY)			
20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: _____		21. STANDARD FORM 50 REMARKS <i>Concur</i> <i>PP/Career Ser</i> <b>APPROVED</b> 1956			
22. CLEARANCES		INITIAL OR SIGNATURE		DATE	
A.					
B. CEIL. OR POS. CONTROL					
C. CLASSIFICATION					
D. PLACEMENT OR EMPL.					
E.					
F. APPRO					

SECRET

STANDARD FORM 52 FORM 52-1, 52-2, 52-3, 52-4, 52-5, 52-6, 52-7, 52-8, 52-9, 52-10, 52-11, 52-12, 52-13, 52-14, 52-15, 52-16, 52-17, 52-18, 52-19, 52-20, 52-21, 52-22, 52-23, 52-24, 52-25, 52-26, 52-27, 52-28, 52-29, 52-30, 52-31, 52-32, 52-33, 52-34, 52-35, 52-36, 52-37, 52-38, 52-39, 52-40, 52-41, 52-42, 52-43, 52-44, 52-45, 52-46, 52-47, 52-48, 52-49, 52-50, 52-51, 52-52, 52-53, 52-54, 52-55, 52-56, 52-57, 52-58, 52-59, 52-60, 52-61, 52-62, 52-63, 52-64, 52-65, 52-66, 52-67, 52-68, 52-69, 52-70, 52-71, 52-72, 52-73, 52-74, 52-75, 52-76, 52-77, 52-78, 52-79, 52-80, 52-81, 52-82, 52-83, 52-84, 52-85, 52-86, 52-87, 52-88, 52-89, 52-90, 52-91, 52-92, 52-93, 52-94, 52-95, 52-96, 52-97, 52-98, 52-99, 52-100, 52-101, 52-102, 52-103, 52-104, 52-105, 52-106, 52-107, 52-108, 52-109, 52-110, 52-111, 52-112, 52-113, 52-114, 52-115, 52-116, 52-117, 52-118, 52-119, 52-120, 52-121, 52-122, 52-123, 52-124, 52-125, 52-126, 52-127, 52-128, 52-129, 52-130, 52-131, 52-132, 52-133, 52-134, 52-135, 52-136, 52-137, 52-138, 52-139, 52-140, 52-141, 52-142, 52-143, 52-144, 52-145, 52-146, 52-147, 52-148, 52-149, 52-150, 52-151, 52-152, 52-153, 52-154, 52-155, 52-156, 52-157, 52-158, 52-159, 52-160, 52-161, 52-162, 52-163, 52-164, 52-165, 52-166, 52-167, 52-168, 52-169, 52-170, 52-171, 52-172, 52-173, 52-174, 52-175, 52-176, 52-177, 52-178, 52-179, 52-180, 52-181, 52-182, 52-183, 52-184, 52-185, 52-186, 52-187, 52-188, 52-189, 52-190, 52-191, 52-192, 52-193, 52-194, 52-195, 52-196, 52-197, 52-198, 52-199, 52-200, 52-201, 52-202, 52-203, 52-204, 52-205, 52-206, 52-207, 52-208, 52-209, 52-210, 52-211, 52-212, 52-213, 52-214, 52-215, 52-216, 52-217, 52-218, 52-219, 52-220, 52-221, 52-222, 52-223, 52-224, 52-225, 52-226, 52-227, 52-228, 52-229, 52-230, 52-231, 52-232, 52-233, 52-234, 52-235, 52-236, 52-237, 52-238, 52-239, 52-240, 52-241, 52-242, 52-243, 52-244, 52-245, 52-246, 52-247, 52-248, 52-249, 52-250, 52-251, 52-252, 52-253, 52-254, 52-255, 52-256, 52-257, 52-258, 52-259, 52-260, 52-261, 52-262, 52-263, 52-264, 52-265, 52-266, 52-267, 52-268, 52-269, 52-270, 52-271, 52-272, 52-273, 52-274, 52-275, 52-276, 52-277, 52-278, 52-279, 52-280, 52-281, 52-282, 52-283, 52-284, 52-285, 52-286, 52-287, 52-288, 52-289, 52-290, 52-291, 52-292, 52-293, 52-294, 52-295, 52-296, 52-297, 52-298, 52-299, 52-300, 52-301, 52-302, 52-303, 52-304, 52-305, 52-306, 52-307, 52-308, 52-309, 52-310, 52-311, 52-312, 52-313, 52-314, 52-315, 52-316, 52-317, 52-318, 52-319, 52-320, 52-321, 52-322, 52-323, 52-324, 52-325, 52-326, 52-327, 52-328, 52-329, 52-330, 52-331, 52-332, 52-333, 52-334, 52-335, 52-336, 52-337, 52-338, 52-339, 52-340, 52-341, 52-342, 52-343, 52-344, 52-345, 52-346, 52-347, 52-348, 52-349, 52-350, 52-351, 52-352, 52-353, 52-354, 52-355, 52-356, 52-357, 52-358, 52-359, 52-360, 52-361, 52-362, 52-363, 52-364, 52-365, 52-366, 52-367, 52-368, 52-369, 52-370, 52-371, 52-372, 52-373, 52-374, 52-375, 52-376, 52-377, 52-378, 52-379, 52-380, 52-381, 52-382, 52-383, 52-384, 52-385, 52-386, 52-387, 52-388, 52-389, 52-390, 52-391, 52-392, 52-393, 52-394, 52-395, 52-396, 52-397, 52-398, 52-399, 52-400, 52-401, 52-402, 52-403, 52-404, 52-405, 52-406, 52-407, 52-408, 52-409, 52-410, 52-411, 52-412, 52-413, 52-414, 52-415, 52-416, 52-417, 52-418, 52-419, 52-420, 52-421, 52-422, 52-423, 52-424, 52-425, 52-426, 52-427, 52-428, 52-429, 52-430, 52-431, 52-432, 52-433, 52-434, 52-435, 52-436, 52-437, 52-438, 52-439, 52-440, 52-441, 52-442, 52-443, 52-444, 52-445, 52-446, 52-447, 52-448, 52-449, 52-450, 52-451, 52-452, 52-453, 52-454, 52-455, 52-456, 52-457, 52-458, 52-459, 52-460, 52-461, 52-462, 52-463, 52-464, 52-465, 52-466, 52-467, 52-468, 52-469, 52-470, 52-471, 52-472, 52-473, 52-474, 52-475, 52-476, 52-477, 52-478, 52-479, 52-480, 52-481, 52-482, 52-483, 52-484, 52-485, 52-486, 52-487, 52-488, 52-489, 52-490, 52-491, 52-492, 52-493, 52-494, 52-495, 52-496, 52-497, 52-498, 52-499, 52-500, 52-501, 52-502, 52-503, 52-504, 52-505, 52-506, 52-507, 52-508, 52-509, 52-510, 52-511, 52-512, 52-513, 52-514, 52-515, 52-516, 52-517, 52-518, 52-519, 52-520, 52-521, 52-522, 52-523, 52-524, 52-525, 52-526, 52-527, 52-528, 52-529, 52-530, 52-531, 52-532, 52-533, 52-534, 52-535, 52-536, 52-537, 52-538, 52-539, 52-540, 52-541, 52-542, 52-543, 52-544, 52-545, 52-546, 52-547, 52-548, 52-549, 52-550, 52-551, 52-552, 52-553, 52-554, 52-555, 52-556, 52-557, 52-558, 52-559, 52-560, 52-561, 52-562, 52-563, 52-564, 52-565, 52-566, 52-567, 52-568, 52-569, 52-570, 52-571, 52-572, 52-573, 52-574, 52-575, 52-576, 52-577, 52-578, 52-579, 52-580, 52-581, 52-582, 52-583, 52-584, 52-585, 52-586, 52-587, 52-588, 52-589, 52-590, 52-591, 52-592, 52-593, 52-594, 52-595, 52-596, 52-597, 52-598, 52-599, 52-600, 52-601, 52-602, 52-603, 52-604, 52-605, 52-606, 52-607, 52-608, 52-609, 52-610, 52-611, 52-612, 52-613, 52-614, 52-615, 52-616, 52-617, 52-618, 52-619, 52-620, 52-621, 52-622, 52-623, 52-624, 52-625, 52-626, 52-627, 52-628, 52-629, 52-630, 52-631, 52-632, 52-633, 52-634, 52-635, 52-636, 52-637, 52-638, 52-639, 52-640, 52-641, 52-642, 52-643, 52-644, 52-645, 52-646, 52-647, 52-648, 52-649, 52-650, 52-651, 52-652, 52-653, 52-654, 52-655, 52-656, 52-657, 52-658, 52-659, 52-660, 52-661, 52-662, 52-663, 52-664, 52-665, 52-666, 52-667, 52-668, 52-669, 52-670, 52-671, 52-672, 52-673, 52-674, 52-675, 52-676, 52-677, 52-678, 52-679, 52-680, 52-681, 52-682, 52-683, 52-684, 52-685, 52-686, 52-687, 52-688, 52-689, 52-690, 52-691, 52-692, 52-693, 52-694, 52-695, 52-696, 52-697, 52-698, 52-699, 52-700, 52-701, 52-702, 52-703, 52-704, 52-705, 52-706, 52-707, 52-708, 52-709, 52-710, 52-711, 52-712, 52-713, 52-714, 52-715, 52-716, 52-717, 52-718, 52-719, 52-720, 52-721, 52-722, 52-723, 52-724, 52-725, 52-726, 52-727, 52-728, 52-729, 52-730, 52-731, 52-732, 52-733, 52-734, 52-735, 52-736, 52-737, 52-738, 52-739, 52-740, 52-741, 52-742, 52-743, 52-744, 52-745, 52-746, 52-747, 52-748, 52-749, 52-750, 52-751, 52-752, 52-753, 52-754, 52-755, 52-756, 52-757, 52-758, 52-759, 52-760, 52-761, 52-762, 52-763, 52-764, 52-765, 52-766, 52-767, 52-768, 52-769, 52-770, 52-771, 52-772, 52-773, 52-774, 52-775, 52-776, 52-777, 52-778, 52-779, 52-780, 52-781, 52-782, 52-783, 52-784, 52-785, 52-786, 52-787, 52-788, 52-789, 52-790, 52-791, 52-792, 52-793, 52-794, 52-795, 52-796, 52-797, 52-798, 52-799, 52-800, 52-801, 52-802, 52-803, 52-804, 52-805, 52-806, 52-807, 52-808, 52-809, 52-810, 52-811, 52-812, 52-813, 52-814, 52-815, 52-816, 52-817, 52-818, 52-819, 52-820, 52-821, 52-822, 52-823, 52-824, 52-825, 52-826, 52-827, 52-828, 52-829, 52-830, 52-831, 52-832, 52-833, 52-834, 52-835, 52-836, 52-837, 52-838, 52-839, 52-840, 52-841, 52-842, 52-843, 52-844, 52-845, 52-846, 52-847, 52-848, 52-849, 52-850, 52-851, 52-852, 52-853, 52-854, 52-855, 52-856, 52-857, 52-858, 52-859, 52-860, 52-861, 52-862, 52-863, 52-864, 52-865, 52-866, 52-867, 52-868, 52-869, 52-870, 52-871, 52-872, 52-873, 52-874, 52-875, 52-876, 52-877, 52-878, 52-879, 52-880, 52-881, 52-882, 52-883, 52-884, 52-885, 52-886, 52-887, 52-888, 52-889, 52-890, 52-891, 52-892, 52-893, 52-894, 52-895, 52-896, 52-897, 52-898, 52-899, 52-900, 52-901, 52-902, 52-903, 52-904, 52-905, 52-906, 52-907, 52-908, 52-909, 52-910, 52-911, 52-912, 52-913, 52-914, 52-915, 52-916, 52-917, 52-918, 52-919, 52-920, 52-921, 52-922, 52-923, 52-924, 52-925, 52-926, 52-927, 52-928, 52-929, 52-930, 52-931, 52-932, 52-933, 52-934, 52-935, 52-936, 52-937, 52-938, 52-939, 52-940, 52-941, 52-942, 52-943, 52-944, 52-945, 52-946, 52-947, 52-948, 52-949, 52-950, 52-951, 52-952, 52-953, 52-954, 52-955, 52-956, 52-957, 52-958, 52-959, 52-960, 52-961, 52-962, 52-963, 52-964, 52-965, 52-966, 52-967, 52-968, 52-969, 52-970, 52-971, 52-972, 52-973, 52-974, 52-975, 52-976, 52-977, 52-978, 52-979, 52-980, 52-981, 52-982, 52-983, 52-984, 52-985, 52-986, 52-987, 52-988, 52-989, 52-990, 52-991, 52-992, 52-993, 52-994, 52-995, 52-996, 52-997, 52-998, 52-999, 53-000	UNVOUCHERED
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REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 68 and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., or Mr. and Mrs., initials, and surname) <i>David Phillips</i>	2. DATE OF BIRTH <i>31 Oct 1922</i>	3. REQUEST NO.	4. DATE OF REQUEST <i>16 Jan 56</i>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <i>Excepted Appointment (Staff Agent)</i>		6. EFFECTIVE DATE A. PROPOSED:	7. C.S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: <i>FEB 7 1956</i>	

FROM—	8. POSITION TITLE AND NUMBER	TO—
	9. SERVICE, GRADE, AND SALARY	<i>Ops Officer (PP) BAF-125</i>
	10. ORGANIZATIONAL DESIGNATIONS	<i>GS-0136.31-14 \$10,320.00 p.a.</i>
	11. HEADQUARTERS	<i>DDP/WH</i>
		<i>Havana, , Cuba.</i>
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL (PP)

A. REMARKS (Use reverse if necessary)	
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B. REQ.	C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)	D. REQUEST APPROVED BY Signature: _____ Title: _____
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13. VETERAN PREFERENCE NONE <input type="checkbox"/> 10 PERCENT <input type="checkbox"/> 20 PERCENT <input type="checkbox"/> 30 PERCENT <input checked="" type="checkbox"/> 40 PERCENT <input type="checkbox"/> 50 PERCENT <input type="checkbox"/> 60 PERCENT <input type="checkbox"/> 70 PERCENT <input type="checkbox"/> 80 PERCENT <input type="checkbox"/> 90 PERCENT <input type="checkbox"/> 100 PERCENT <input type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> SD-DP
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15. SEX M <input checked="" type="checkbox"/> W <input type="checkbox"/>	16. RACE W <input checked="" type="checkbox"/> N <input type="checkbox"/> O <input type="checkbox"/>	17. APPROPRIATION FROM: _____ TO: <i>6-3545-55-055</i>	18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <i>Yes</i>	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: _____
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21. STANDARD FORM 50 REMARKS <i>6-3545-55-055</i>	<i>Approved JAN 18 1956</i> <i>APPROVED Service</i> <i>CONTRACT PERSONNEL DIVISION</i>
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22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A			<i>FEB 7 1956</i>
B. CEIL. OR POS. CONTROL		<i>23 JAN 1956</i>	
C. CLASSIFICATION			
D. PLACEMENT ON ENPL	<i>002</i>	<i>1/8/56</i>	
E			
F. APPROVED BY <i>Robert L. Clark</i>			

STANDARD FORM 52 FORM 52 BY THE U. S. CIVIL SERVICE COMMISSION JOINTLY ISSUED WITH PERSONNEL MANUAL, CHAPTER 11		REQUEST FOR PERSONNEL ACTION		BOUCHERED	
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.					
1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname)		2. DATE OF BIRTH		3. REQUEST NO.	
Mr. David A. PHILLIPS		31 Oct 1922			
4. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		5. EFFECTIVE DATE A. PROPOSED:		6. DATE OF REQUEST	
Resignation				1956 16 January 1	
7. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED: FEB 6 1956		9. C. S. OR OTHER LEGAL AUTHORITY	
				ad	
FROM— Ops Officer BW-229 OS-0136, 31-14 \$10,320.00 p.a. DDP/PP Operations Staff Information Coordination Division Office of the Chief Washington, D. C.		B. POSITION TITLE AND NUMBER		TO—	
		C. SERVICE, GRADE, AND SALARY			
		10. ORGANIZATIONAL DESIGNATIONS			
		11. HEADQUARTERS			
FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>		12. FIELD OR DEPARTMENTAL		FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>	
A. REMARKS (Use reverse if necessary) Concurred in with Mr. Sinafor Day/100/PP by John S Feb-1956. To seek other employment. KLLW.					
B. REQUESTED		D. REQUEST APPROVED BY			
[Signature]		[Signature]			
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)		Title:			
X 4457					
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION			
NONE: WWII OTHER: 5-PT. 10-POINT <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		NEW VICE 1 A REAL SD-DP			
15. SEX	16. RACE	17. APPROPRIATION		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	
M	W	FROM: 6-2105020 TO:		19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	
				20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
21. STANDARD FORM 50 REMARKS					
Approved by [Signature] [Signature] PP Career Service					
22. CLEARANCES		INITIAL OR SIGNATURE		DATE	
A.				23 JAN 1956	
B. CEIL OR POS CONTROL					
C. CLASSIFICATION					
D. PLACEMENT OR ENPL		O & E		1/10/56	
E.					
F. APPROVED BY					
per F. Bear, Jr 18 Jan '56					

STANDARD FORM 52 FORM 6470-10-1 U. S. GOVERNMENT PRINTING OFFICE JANUARY 1955 - FEDERAL PERSONNEL MANAGEMENT, CHAPTER 10		VOUCHERED	
<b>REQUEST FOR PERSONNEL ACTION</b>			
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.			
1. NAME (Mr. - Miss - Mrs. - One given name, initial(s), and surname)		2. DATE OF BIRTH	
MR. DAVID A. PHILLIPS		31 Oct '22	
3. NATURE OF ACTION REQUESTED A. PERSONAL (Specify whether appointment, promotion, separation, etc.)		4. EFFECTIVE DATE A. PROPOSED:	
REASSIGNMENT (CORRECTION)		16 Sept '55	
B. POSITION (Specify whether establish, change grade or title, etc.)		7. C. S. OR OTHER LEGAL AUTHORITY	
		B. APPROVED SEP 20 1955	
FROM - Paramilitary Off. BW-156 GS-0136.11-14 19600 p/a DDP/PP Operations Staff Office of the Chief Washington, D. C.		TO - Ops Officer BW-229 GS-0136.31-14 19320 p/a DDP/PP Operations Staff Information Coordination Div. Office of the Chief Washington, D. C.	
FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		FIELD <input type="checkbox"/> DEPARTMENTAL	
A. REMARKS (Use reverse if necessary)			
To correct allotment number shown in action effective 14 Aug '55			
B. REQUEST APPROVED BY PP/Admin Signature: Frances A. Taylor - x-8606		C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Frances A. Taylor - x-8606	
13. VETERAN PREFERENCE NAME: [ ] GRADE: [ ] OTHER: [ ] SPT: [ ] POINT: [ ] RESAB: [ ] OTHER: [ ]		14. POSITION CLASSIFICATION ACTION NEW: [ ] INCR: [ ] LA: [ ] REAL: [ ] SD:DP	
15. 16. 17. APPROPRIATION SEL. RATE: [ ] FROM: 6-2101-20 N W TO: 6-2105-20		18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) Yes	
19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSION ONLY)		20. LEGAL RESIDENCE STATE: [ ] CLAIMED [ ] PROVED [ ]	
21. STANDARD FORM 6470-10-1		Approved SEP 20 1955 PP/Carrier Service	
22. CLEARANCES		INITIAL OR SIGNATURE	
A		DATE	
B. CEE OR POS CONTROL		REMARKS	
C. CLASSIFICATION		A. 3 24 Sept 55	
D. PLACEMENT OR EMP.		A. 2 24 Sept 55	
E			
F. APPROVED ON			

STANDARD FORM 52  
FORM 52-1 (Rev. 1-55)  
U. S. GOVERNMENT PRINTING OFFICE  
16-50000-1  
MAY 1955

## REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Mrs., Miss—One given name, initial(s), and surname) <b>MR. DAVID <del>DAVID</del> PHILLIPS</b>		2. DATE OF BIRTH <b>31 Oct. 1922</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>1 July 1955</b>
5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Reassignment</b>		6. EFFECTIVE DATE A. PROPOSED: <b>14 Aug 55</b>		7. C.S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.) <b>FROM— Paramilitary Off. BW-156 G3-0136.11-14 <sup>10320</sup> \$9600 p/a DDP/PP Operations Staff Office of the Chief Washington, D.C.</b>		9. POSITION TITLE AND NUMBER <b>TO— Ops Officer BW-229 GS-0136.31-14 <sup>10320</sup> \$9600 p/a DDP/PP Operations Staff Information Coordination Div. Office of the Chief Washington, D.C.</b>		
10. FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>		11. FIELD OR DEPARTMENTAL <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		

A. REMARKS (Use reverse if necessary)

For record purposes only

B. REQUESTED <b>Frances A. Taylor, x 8606</b>		B. REQUEST APPROVED BY <b>Approved JUL 14 1955</b> <i>E. M. Crider</i> PP/Career Service	
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)		D. SIGNATURE <b>PP/Career Service</b>	
13. VETERAN PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>SD-DP</b>	
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>5-2101-20</b> TO: <b>6-2101-20</b>	18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <b>NO</b>
19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) <b>22 Aug 55</b>		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <b>CA</b>	

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A			
B. CEIL OR POS CONTROL	<i>8-1</i>		
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.	<i>7-1</i>	<i>8-1</i>	
E			

F. APPROVED BY

*E. M. Crider* per *Beas* 14 Aug 55



SECRET

ENTRANCE ON DUTY NOTICE		1. DATE 7 June 1955
TO: [Redacted]		DDP/PP
2. THE FOLLOWING IS A SUMMARY OF THE INFORMATION FOR EMPLOYMENT WITH THE PERSONNEL DIVISION TO THE TYPE OF CLEARANCE INDICATED IN ITEM NO. 3. THE STAFFED PERSONNEL FROM 1950 TO 1954 HAS BEEN MADE A PART OF THE PERSONNEL FILE OF THE PERSONNEL DIVISION AND IS NOT TO BE USED FOR DUTY THIS DATE.		
3. NAME (Last) (First) (Middle) Phillips, David A.	4. POSITION TITLE AND GRADE Paramilitary Off. GS-14	5. TYPE CLEARANCE Full
6. EFFECTIVE DATE OF ACTION 1 April 1955		7. REMARKS: [Redacted]
H. G. Reynolds sep		
DISTRIBUTION: ORIGINAL AND COPY (WHITE) TO ITEM NO. 3. COPY (PINK) TO PERSONNEL FOLDER		

FORM NO. 37-118 PREVIOUS EDITIONS NOT BE USED  
NOV 1952

SECRET

CONFIDENTIAL

REQUEST FOR PRE-EMPLOYMENT MEDICAL EVALUATION		1. DATE 4/7/55
2. NAME (Last) (First) (Middle) Phillips, David Allen		3. SUSPENSE DATE (10 WORKING DAYS)
4. ORGANIZATIONAL ASSIGNMENT DDP/PP	5. POSITION TITLE (and grade) Paramilitary Off. GS-14	6. PERSONNEL DIVISION <input type="checkbox"/> Over <input type="checkbox"/> Covert
7. THE MEDICAL OFFICE IS REQUESTED TO CHECK THE DESIRED ACTION, RETURNING THE ORIGINAL COPY OF THIS FORM TO THE APPROPRIATE PERSONNEL DIVISION NO LATER THAN THE SUSPENSE DATE INDICATED IN ITEM NO. 3.		
A <input checked="" type="checkbox"/> Approve processing for E.O.D. B <input type="checkbox"/> Hold pending receipt of additional medical information (for letters attached) C <input type="checkbox"/> Request pre-employment medical examination		
D <input type="checkbox"/> Rejected for medical reasons		
8. Remarks:  This (approval) <del>request</del> supersedes the previous (request) <del>request</del>		
H. G. Reynolds		SIGNATURE FOR MEDICAL OFFICE

FORM NO. 37-163  
FEB 1953

CONFIDENTIAL

CONFIDENTIAL

REQUEST FOR PRE-EMPLOYMENT MEDICAL EVALUATION		1. DATE 30 March 1955
2. NAME (Last) (First) (Middle) Phillips, David Allen		3. SUSPENSE DATE (10 WORKING DAYS)
4. ORGANIZATIONAL ASSIGNMENT DDP/PP	5. POSITION TITLE (and grade) Paramilitary Off. GS-14	6. PERSONNEL DIVISION <input checked="" type="checkbox"/> Over <input type="checkbox"/> Covert
7. THE MEDICAL OFFICE IS REQUESTED TO CHECK THE DESIRED ACTION, RETURNING THE ORIGINAL COPY OF THIS FORM TO THE APPROPRIATE PERSONNEL DIVISION NO LATER THAN THE SUSPENSE DATE INDICATED IN ITEM NO. 3.		
A <input type="checkbox"/> Approve processing for E.O.D. B <input checked="" type="checkbox"/> Hold pending receipt of additional medical information (for letters attached) C <input type="checkbox"/> Request pre-employment medical examination		
D <input type="checkbox"/> Rejected for medical reasons		
8. Remarks: ADDITIONAL MEDICAL INFO ON: (4-6-55)		
[Redacted]		

CONFIDENTIAL

REQUEST FOR SECURITY CLEARANCE				REF ID: A6038-PP	
				31	
				20 March 1955	
FULL NAME		LAST NAME		YEAR OF BIRTH	
Phillips, David		Atlee		1922	
POSITION TITLE				GRADE	
Paramilitary Off. PP DW-156-11				GS-11	
LOCATION (OFFICE)		DIVISION		CODE	
DDP/PP		Operations Staff		Office of Chief	
GEOGRAPHIC DESTINATION (CITY AND STATE OR COUNTRY, AS APPLICABLE)					
Washington, D. C.					
TYPE OF EMPLOYEE					
1. <input type="checkbox"/> OTHER 2. <input checked="" type="checkbox"/> REGULAR 3. <input type="checkbox"/> CONTACT 4. <input type="checkbox"/> CONSULTANT 5. <input type="checkbox"/> MILITARY					
FUNDS					
1. <input type="checkbox"/> VOUCHERED 2. <input type="checkbox"/> UNVOUCHERED					
TYPE(S) OF SECURITY CLEARANCE REQUESTED					
1. <input type="checkbox"/> PROVISIONAL (show name of pool or group)					
2. <input type="checkbox"/> SECRET					
3. <input checked="" type="checkbox"/> FULL					
4. <input type="checkbox"/> WAIVER					
AVAILABILITY DATE (MM-DD-YY)		EST. CLEARANCE DATE (MM-DD-YY)		RECRUITMENT SOURCE	
ASAP				CODE	
SEX AND VETERAN STATUS		1. <input type="checkbox"/> M-V 2. <input checked="" type="checkbox"/> M-NV 3. <input type="checkbox"/> F-V 4. <input type="checkbox"/> F-NV			
REMARKS:					
<p>NO CORRECTION</p>					
<p>Attachments:</p> <p>FMS 1 (SO) 1 (otr)</p> <p>Append. 1 4-II-1</p> <p>Photos.</p>					
<p>Director of Personnel</p>					

UNCLASSIFIED

CONFIDENTIAL

SECRET

## ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM: <i>PP/CS</i>				TELEPHONE NO.	NO.	
				DATE	<i>3 March 55</i>	
TO	ROOM NO.	DATE		OFFICER'S INITIALS	TELEPHONE	COMMENTS
		REC'D	FWD'D			
<i>CS/CS P 2001</i>	<i>L 1</i>	<i>3/3</i>	<i>3/3</i>	<i>E</i>		
<i>1. W. G. G. G.</i>		<i>3 March</i>	<i>3 March</i>	<i>JL</i>		<i>1. I suggest we approve on behalf of the CS/CS P and circulate a brief sheet for the info of all members.</i>  <i>2 &amp; 3 agree.</i> <i>JL</i>
<i>2. Leford</i>		<i>3/4</i>	<i>3/17</i>	<i>BW</i>		
<i>3. P &amp; R D Curie</i>						
<i>4.</i>						
<i>5.</i>						
<i>6.</i>						
<i>7.</i>						
<i>8.</i>						
<i>9.</i>						
<i>10.</i>						
<i>11.</i>						
<i>12.</i>						
<i>13.</i>						
<i>14.</i>						
<i>15.</i>						

SECRET

CONFIDENTIAL

UNCLASSIFIED (40)

STANDARD FORM 52

PROPERTY OF THE  
U. S. GOVERNMENT  
GSA GEN. REG. NO. 27  
MAY 1962 EDITION  
GSA GEN. REG. NO. 27

## REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname)

MR. DAVID ATLEE PHILLIPS

2. DATE OF BIRTH

31 October 1922

3. REQUEST NO.

4. DATE OF REQUEST

4 Feb. '55

5. NATURE OF ACTION REQUESTED

A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)

EXCEPTED APPOINTMENT

B. POSITION (Specify whether establish, change grade or title, etc.)

6. EFFECTIVE DATE

1 April 1955

7. C. S. OR OTHER

LEGAL AUTHORITY

B. APPROVED:

FROM—

8. POSITION TITLE AND NUMBER

9. SERVICE, GRADE, AND SALARY

10. ORGANIZATIONAL DESIGNATIONS

11. HEADQUARTERS

12. FIELD OR DEPARTMENTAL

TO— Paramilitary Off. **PP** BW-156-14

GS-0136.11-14 \$9600 p/a

DDP/**PP** Operations Staff  
Office of the Chief

Washington, D.C.

☐ FIELD☐ DEPARTMENTAL☐ FIELD☒ DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

For slotting purposes only pending approval of  
new T/O

John S. Baker, C/PP

B. REQUESTED BY

Admin

D. REQUEST APPROVED BY

Signature:

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

x 6606

Title:

Career Service:PP

13. VETERAN PREFERENCE

NONE	WAR	OTHER	5 PT	10 POINT
				DISAB OTHER

14. POSITION CLASSIFICATION ACTION

NEW VICE I A. REAL

16 Seaford,  
CS/PP/NO SD:PP D

15. SEX

M W

16. RACE

H W

17. APPROPRIATION

FROM

TO 5-2101-20

18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)

19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)

20. LEGAL RESIDENCE

☐ CLAIMED ☐ PROVED

STATE:

21. STANDARD FORM 50 REMARKS

Approved MAR 2 1955

PP/Career Service

22. CLEARANCES

INITIAL OR SIGNATURE

DATE

REMARKS:

A.

B. CEIL. OR POS. CONTROL

EH 3/24

C. CLASSIFICATION

D. PLACEMENT OR EMPL.

66 3/15/55

E.

F. APPROVED BY

by John J. Caldwell

UNCLASSIFIED

CONFIDENTIAL

SECRET

## ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:				TELEPHONE NO.	
PP/Admin				DATE	
				7 February 1955	
TO	ROOM NO.	DATE		OFFICER'S INITIALS	TELEPHONE
		REC'D	FW'D		
1. C/PP	2032 K	PED	21 FEB 55	JCH	
2. CS/PP				MC	
3. CS/CS	2031 L	25 Feb		JH	
4. PP/CMO	Mr. Cee 2405 K				
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					

Contract will be terminated - approx 1 April 55

3 to 4.

Dwight,

Per our telephone conversation, I feel that our Career System should provide for the review of such cases from the point of view of:

(a) Bringing someone in at this grade level

(b) Whether the person's background & experience indicate that he should be picked up under the jurisdiction of a specialist panel or the CS Panel.

It seems to me that such review could be the responsibility of the CS Panel or of the functional Panel concerned. The latter seems to make most sense.

Could you review this one in PP from that point of view and let me know how you folks feel on the Policy question?

SECRET

11 DEC 1957

MEMORANDUM FOR: Chief, Finance Division

SUBJECT: Equalization Allowance Adjustment  
for ~~XXXXXXXXXX~~*David Phillips*

1. Effective 15 December 1957, subject individual's equalization allowance is decreased from \$930 to \$563 per annum due to a decrease in the cost of living at subject's post as compared with Washington, D. C.

2. All other terms and conditions of the original authorization remain in full force and effect.

SIGNED

Louis W. Armstrong  
Chief, Contract Personnel Division

## Distribution:

- Orig. and 1 - Addressee
- 2 - NEA Division
- 2 - CPD

OP/CPD:HSurles:ahw (9 Dec 57)

SECRET

S-E-C-R-E-T  
(When Filled In)

27 JUN 1957

MEMORANDUM FOR: Chief, Contract Personnel Division

ATTENTION :

FROM : Deputy Director of Security (Investigations  
and Support)

SUBJECT : ~~XXXXXXXXXXXXXXXXXXXX~~

*Special Phillips*

1. Reference is made to the memorandum dated 18 June 1957 in which a covert security clearance was requested to permit the Subject's conversion from an Ops Officer (FP), GS-14, DDP/WH, Branch III, Havana, Cuba, to an Ops Officer (PP), GS-14, DDP/NEA, Egypt and Arab States Branch, Project PECTATE,

2. In accordance with the provisions set forth in the Director's Memorandum of 14 February 1949 entitled, "Security and Operational Clearances," a covert security clearance is granted for the use of the Subject, as described in your request as set forth in paragraph 1, above. For administrative purposes only, this clearance is effective as of 18 June 1957.

3. Subjects of covert security clearances are not to represent themselves as, nor are they to be represented as, employees of CIA.

4. Your attention is called to the fact that a covert security clearance does not constitute complete compliance with the provisions of CIA Regulation 10-210. Therefore, if you should desire at a later date to change the status or use of this individual, a request for clearance to cover any proposed change should be submitted to this office.

5. This clearance becomes invalid in the event the Subject's services are not utilized within 60 days of the date of this memorandum.

FOR THE DIRECTOR OF SECURITY:

*Robert H. Cunningham*  
Robert H. Cunningham

S-E-C-R-E-T

SECRET

Date: 18 June 1957

MEMORANDUM FOR: Chief, Special Security Division

FROM : Chief, Special Contracting, Allowances &  
Processing Staff, Wing 2F Curio Hall

SUBJECT Lincoln Phillips (P); Your Number 40636

1. In compliance with paragraph four (4), your memorandum dated                     , subject as above, clearance to cover the following proposed change in subject's status and/or use is hereby requested:

Ops Officer(PP)	Position Title	Ops. Off(PP)
GS-14	Grade & Salary	GS-14
DDP/WH	Orgn Designation	DDP/NEA
Branch III	Headquarters	Egypt & Arab States Branch
Havana, Cuba		Project PECTATE
( ) Field	( ) Dept'l	( ) Field ( ) Dept'l

2. Changes other than specified above:

Cover is Commercial

Case Officer:                      X3548

3. The proposed effective date of this change is: 18 June 1957 (For Financial

and Administrative reasons.

Please phone verbal concurrence  
to Det Kreinheder X3585

LOUIS W. ARMSTRONG  
~~XXXXXXXXXXXXXXXXXXXX~~

Verbal Concurrence  
Granted by Mr Godar  
21 June 57

SECRET



SECRET

2 FEB 1957

MEMORANDUM FOR: Chief, Finance Division

SUBJECT: Equalization Allowance Adjustment for

*Phillips, Howard*

1. Effective 13 January 1957, subject individual's equalization allowance is decreased from \$3780 to \$3145 per annum due to a reduced cost of living index for subject's post.

2. All other terms and conditions of the original authorization remain in full force and effect.

SIGNED

RALPH S. POLLOCK  
Chief, Contract Personnel Division

elt-28 Feb 57

Distribution:

Original and 1: FD

2: WH Div

1: Subject File

1: Chrono File

1: Equal Allow File

1: my copy

SECRET

26 April 1967

MEMORANDUM FOR: Deputy Director for Investigations  
& Operational Support

THROUGH : Contract Personnel Division  
*Richard L. Davis*  
SUBJECT : ~~Richard L. Davis~~ - Change of  
Pseudonym

REFERENCE : Memorandum for Deputy Director for Investigations  
& Operational Support, through, Contract Personnel  
Division, from this office, dated 26 April 1967

Due to a compromise, the pseudonym of [ ] has been  
changed. Please refer to reference for new pseudonym.

/s/ J. C. KING  
Chief, WHD

Distribution -

See  
Reference  
File

Chrono - Statistics

all known Staff

Selection ...

Gas

SECRET

14-00000

SECRET

26 April 1957

MEMORANDUM FOR: Deputy Director for Investigations  
& Operational Support

THROUGH: Contract Personnel Division

SUBJECT: ~~XXXXXXXXXX~~ *Philippe Hanid*  
New Pseudonym

REFERENCE: Memorandum for Deputy Director for Investigations  
& Operational Support, through, Contract Personnel  
Division, from this office, dated 26 April 1957

The pseudonym of subject of reference has been changed to

~~XXXXXXXXXX~~  
*Hanid Philippe*

J. C. AINO  
Chief, WMD

SECRET

MEMORANDUM FOR: Chief, Finance Division

SUBJECT: Equalization Allowance Adjustment for

~~██████████~~  
*Phillips, Special*

1. Effective 7 October 1956, subject individual's equalization allowance is increased from \$3670 to \$3780 per annum.

2. All other terms and conditions of the original authorization remain in full force and effect.

RALPH S. POLLOCK  
Chief, Contract Personnel Division

SECRET

JUL 1957

**MEMORANDUM FOR: Chief, Finance Division****SUBJECT: Equalization Allowance for***Philip David*

1. Subject individual is authorized an equalization allowance at the rate of \$950 per annum upon his arrival at

2. All other terms and conditions of the original authorization remain in full force and effect.

SECRET

Louis W. Armstrong  
Chief, Contract Personnel Division

**Distribution:**

- Orig. and 1 - FD
- 2 - NEA
- ✓ 1 - Subject File
- 1 - Equal Allow File
- 1 - Chrono
- 1 - Extra

aih - 2 July 1957

SECRET

619  
 ORIG :   
 UNIT : WH/PLSS  
 EXT : 4457  
 DATE : 8 FEBRUARY 1956

## CLASSIFIED MESSAGE

19 SECRET

FOOTING			
1		4	
2		5	
3		6	

TO : HAVANA, CUBA  
 FROM : DIRECTOR  
 CCNF : WH 5  
 INFO : FI/ADMIN, FI/RI 2, OP 2, S/C 2

DIR 46833 (OUT 67172)    2146Z 8 FEB 56

ROUTED  
 PRECEDENCE  
 CITE: DIR

TO: HAVA

RE: DIR 30629 (OUT 86720)

*David Phillips*

~~REDACTED~~ ARR HAVA 1440 HRS 9 FEB PAA 436 WITH FAMILY.

END OF MESSAGE

*J. C. King*  
 J. C. KING  
 RELEASING OFFICER

COORDINATING OFFICER

SECRET

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE    Copy No.

SECRET

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Contract Personnel Division      DATE: MAR 20 1956

FROM : Deputy Director of Security (Investigations and Support)

SUBJECT: ~~XXXXXXXXXX~~  
~~XXXXXXXXXX~~

*Philip, David*

1. Reference is made to your request dated 20 January 1956 for a Covert Security Clearance to permit appointment of Subject to Staff Agent/operations officer at Havana, Cuba.

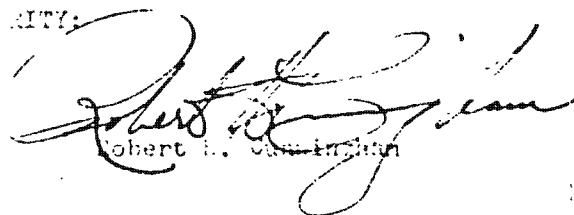
2. In accordance with the provisions set forth in the Director's Memorandum of 14 February 1949 entitled, "Security and Operational Clearances," a covert security clearance is granted for the covert use of the Subject, as described in your request as set forth in paragraph 1, above. This will confirm the Covert Security Clearance granted telephonically to Mr. Ken Wambold, OPD x-3585 on 26 January 1956.

3. Subjects of covert security clearances are not to represent themselves as, nor are they to be represented, as, employees of CIA.

4. Your attention is called to the fact that a covert security clearance does not constitute complete compliance with the provisions of CIA regulation 10-210. Therefore, if you should desire at a later date to change the status or use of this individual, a request for clearance to cover any proposed change should be submitted to this office.

5. This clearance becomes invalid in the event the Subject's services are not utilized within 60 days of the date of this memorandum.

FOR THE DIRECTOR OF SECURITY:



Robert L. Cunningham

SECRET

**SECRET**  
(When Filled In)

REQUEST FOR SECURITY CLEARANCE								REQUEST NO. (1-3)	
NAME (LAST - FIRST - MIDDLE) <b>[REDACTED]</b>						(12 - 20)		REQUEST DATE (6-11) 20 Jan 1956	
<b>[REDACTED]</b>								YEAR OF BIRTH (29-30) 31 Oct 1922	
POSITION TITLE Operations Officer (OP)				POSITION NUMBER (31 - 36) DDP/WV		OCCUP. CODE (37 - 42)		GRADE (43-44) S-14	
LOCATION (CITY, STATE, COUNTRY) Havana, Cuba				ASSIGNMENT (OFFICE, DIVISION, BRANCH) DDP/WV				ORGR. CODE (45-48)	
TYPE OF APPLICANT		<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> CONSULTANT	CONVERSION ACTION SR to SA		IF OTHER, SPECIFY:		TYPE OF APPL. (49)	
NAME OF REQUESTER [Signature] SA [Signature] Collock, GCPD		<input checked="" type="checkbox"/> CONTRACT	<input type="checkbox"/> MILITARY	TIME OF ASSIGNMENT AND FUNDS				MOTIVALS & FUND (50)	
CLEARANCE REQUIRED		PRO-SIGNAL FOR INDICATE NAME OF POOL OR GROUP: CONFIDENTIALITY CLEARANCE				HQS		USF	FF
						Y		UV	SECRET
								FULL	CLEARANCE (51)
ATTACHMENTS		PERSONAL HISTORY STATEMENT		APPENDIX I		REQUEST FOR WAIVER		RECRUIT. CODE (52-54)	
		PHOTOGRAPH(S)		APPENDIX II		REPORT OF INTERVIEW			
VETERANS STATUS		MALE - VETERAN		FEMALE - VETERAN				VET. PREF. & SEX (55)	
		MALE - NON-VETERAN		FEMALE - NON-VETERAN					
REMARKS. Security #40696 Review approved granted by Lt. [Signature] of SSA. E. Jan 56. [Signature]									
SPACE BELOW FOR SO USE ONLY									



CLASSIFIED MESSAGE

DATE : 021 08/MK/ALN  
3 MAY 57

S-E-C-R-E-T

ROUTING	
1	4
2	5
3	6

MAY 3 1231Z 57

ROUTINE

IN 39082

TO : DIRECTOR

FROM :

ACTION: NCA 6

INFO : FI/OPS 2, FI/RI 2, FD 3, OP 2, S/C 2

TO : DIR

INFO

CITE

PECTATE

*Philips*

AND FAMILY ARRIVED 30 APRIL.

END OF MESSAGE

S-E-C-R-E-T

IT IS FC DEN TO MAKE A COPY OF THIS MESSAGE

Copy No.

*File  
K66*

## CLASSIFIED MESSAGE

200 HM/JM/BJ

DATE : 30 APR 57

200

SECRET

TO : DIRECTOR

FROM : HAVANA

ACTION: WH 5

INFO : FI/OPS 2, FI/RI 2, NEA 4, OP 2, S/C 2

## ROUTING

1	4
2	5
3	6

APR 30 10 08.57

REC'D CABLE SECT.

PRIORITY

IN 37747

TO : PRITY DIR

INFO: 

CITE HAVA 900

ADMIN

*David Phillips*  
~~David Phillips~~ AND FAMILY DEPARTED HAVA CUBANA FLIGHT

998 0800 HOURS 29 APR ETA  2100 HOURS 30 APR  TIMEPAA FLIGHT 

END OF MESSAGE

SECRET

IT IS PROHIBITED TO MAKE A COPY OF THIS MESSAGE

Copy No.

*Clara*  
*1160*

When Filled In

1. NAME (Last, First, Middle Initial) <b>PHILLIPS, David Algeo</b>		2. SEX <b>M</b>		3. DATE OF BIRTH <b>31 Oct 1922</b>		4. CURRENT RESIDENCE <b>1001 1st St NW Washington, D.C. 20001</b>	
5. MARITAL STATUS <b>Married</b>		6. DEPENDENTS (Include age) <b>7 1943 1951 1956 1959</b>		7. US NATURALIZATION DATE <b>NA</b>		8. SERVICE <b>NA</b>	
9. CARRIER STATUS <b>None</b>		10. MEMBERSHIP <b>Apr 1968</b>		11. OTHER STATUS <b>None</b>		12. LAST REG. APT. EVAL. FOR <b>Dec 1969</b>	
13. CURRENT RESERVE STATUS <b>None</b>		14. GRADE <b>None</b>		15. ACTIVE DUTY WITH COM <b>None</b>		16. RELEASE TO <b>None</b>	
17. ASSESSMENT DATE <b>None</b>		18. PROFESSIONAL TEST DATE <b>None</b>		19. LANGUAGE APTITUDE TEST DATE <b>None</b>		20. PERS. FILE <b>None</b>	
21. NON-CIA EMPLOYMENT <b>1942-43 Golf-employed, Actor</b> <b>1943-45 Military Service, USARV, S/Sgt</b> <b>1949-54 "The South Pacific Mail" (News Paper), Santiago, Chile, - Owner-Editor-Publisher</b> <b>Lecturer</b>							
22. NON-CIA EDUCATION <b>1940-41 College of William &amp; Mary, Williamsburg, Va - Drama, English</b> <b>1941-42 Texas Christian Univ, Ft Worth, Texas - Drama, English</b> <b>1948 Univ of Chile, Santiago, Chile - Spanish</b>							
23. FOREIGN LANGUAGE ABILITIES <b>French-R Elem; W.Slight (Jun 1961); P.S.U.Slight; T.None-Oct '57 (dis pro)</b> <b>Spanish, New World - R High; W,P,S,U Inter (Sep 1969) Transl &amp; Interpret</b> <b>Portuguese (Brazilia) - R Inter (Dec 1969)</b>							
24. AGENCY SPONSORED TRAINING <b>1955 Reading Improvement 1971 Wpas/Defensive Driving</b> <b>1965 COS Seminar</b> <b>1969 Short Range Agt Cont Surv</b> <b>1969 Portuguese</b> <b>1969 COS Sem</b>							
25. CIA EMPLOYMENT HISTORY SINCE 16 SEPT 1947 (Personal Actions, Military Orders, and Technical Details)							
EFFECTIVE DATE		POSITION TITLE & OCCUPATIONAL CODE		GRADE	DO	ORGANIZATION & ORGN. TITLE (If any)	LOCATION
1952-53		Contract Agent				WH/	
1954-55		Contract Employee				WH/	
Apr 1955		Para Mil Off	0136.11	14	D	DDP/PP Ops Stf	Hq
Aug 1955		Ops Officer	0136.31	14	DP	DDP/PP Ops/Info Coord Div	"
Feb 1956		Ops Off (PP)	0136.31	14	DP	DDP/WH TII/Havana Cuba Sta	Havana
Apr 1957		" " "	0136.31	14	DP	DDP/WH/AS Br/PROFESTATE	"
1956-60		Contract Agent (Independent)				DDP/WH	Havana
Mar 1960		Ops Off	0136.01	14	D	DDP/OS Dev Comp/WH	Hq
Apr 1960		" " "	0136.01	14	D	DDP/WH-4	"
Sep 1961		" " "	0136.01	14	D	DDP/WH-3/Mexico Sta	Mexico City
Sep 1963		" " "	0136.01	15	D	" " "	"
Jun 1965		Chief of Station	0136.05	15	D	DDP/WH-2/ /COS	"
Sep 1967		Ops Off	0136.01	15	D	DDP/WH/Ch, Cuban Ops Group	Hq
Dec 1968		" " "	0136.01	16	D	" " " " "	"
Jan 1970		Chief of Sta	0136.05	16	D	DDP/WH/WH-5/COS	"
Jul 1971		" " "	0136.05	16	D	" " " " "	"
Nov 1971		" " "	0136.05	17	D	" " " " "	"
Aug 1972		" " "	0136.05	17	D	DDP/WH-5/ /Sta	"
26. DATE REVIEWED <b>3 Jun 1974</b>		27. PROFILE REVIEWED BY <b>May 1974</b>		28. SIGNATURE OF REVIEWER <b>[Signature]</b>		29. DATE <b>22 Jun 1974</b>	

FORM 100-1 (PART I) USE PREVIOUS EDITIONS...

**SECRET**

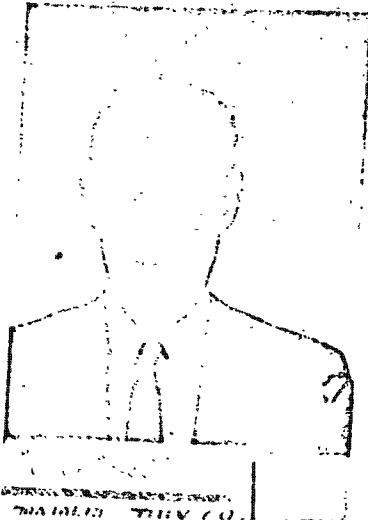
PROFILE

443

**SECRET**  
(When Filled In)

PERS. SERIAL NO.		BIOGRAPHIC PROFILE (Continuation Sheet)				DATE OF BIRTH																			
NAME (Last-First-Middle)																									
PHILLIPS, David Atlee						31 Oct 1922																			
<p>10. CIA EMPLOYMENT HISTORY SINCE 18 SEPT. 1947 (Personnel Actions, Military Orders, and Principal Details) (Cont'd.)</p> <table border="1"> <thead> <tr> <th>EFFECTIVE DATE</th> <th>POSITION TITLE &amp; OCCUPATIONAL CODE</th> <th>GRADE</th> <th>ST</th> <th>ORGANIZATION &amp; ORGAN. TITLE (If any)</th> <th>LOCATION</th> </tr> </thead> <tbody> <tr> <td>Jun 1973</td> <td>Ch WH Div 0001.10</td> <td>17</td> <td>E</td> <td>DDC/Chief, WH Division</td> <td>Hq</td> </tr> <tr> <td>Dec 1973</td> <td>" " " 0001.10</td> <td>18</td> <td>D</td> <td>" " " "</td> <td>"</td> </tr> </tbody> </table>								EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	ST	ORGANIZATION & ORGAN. TITLE (If any)	LOCATION	Jun 1973	Ch WH Div 0001.10	17	E	DDC/Chief, WH Division	Hq	Dec 1973	" " " 0001.10	18	D	" " " "	"
EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	ST	ORGANIZATION & ORGAN. TITLE (If any)	LOCATION																				
Jun 1973	Ch WH Div 0001.10	17	E	DDC/Chief, WH Division	Hq																				
Dec 1973	" " " 0001.10	18	D	" " " "	"																				
DATE REVISOR		PROFILE REVIEWED BY																							
Jun 1974		hmc/nd																							

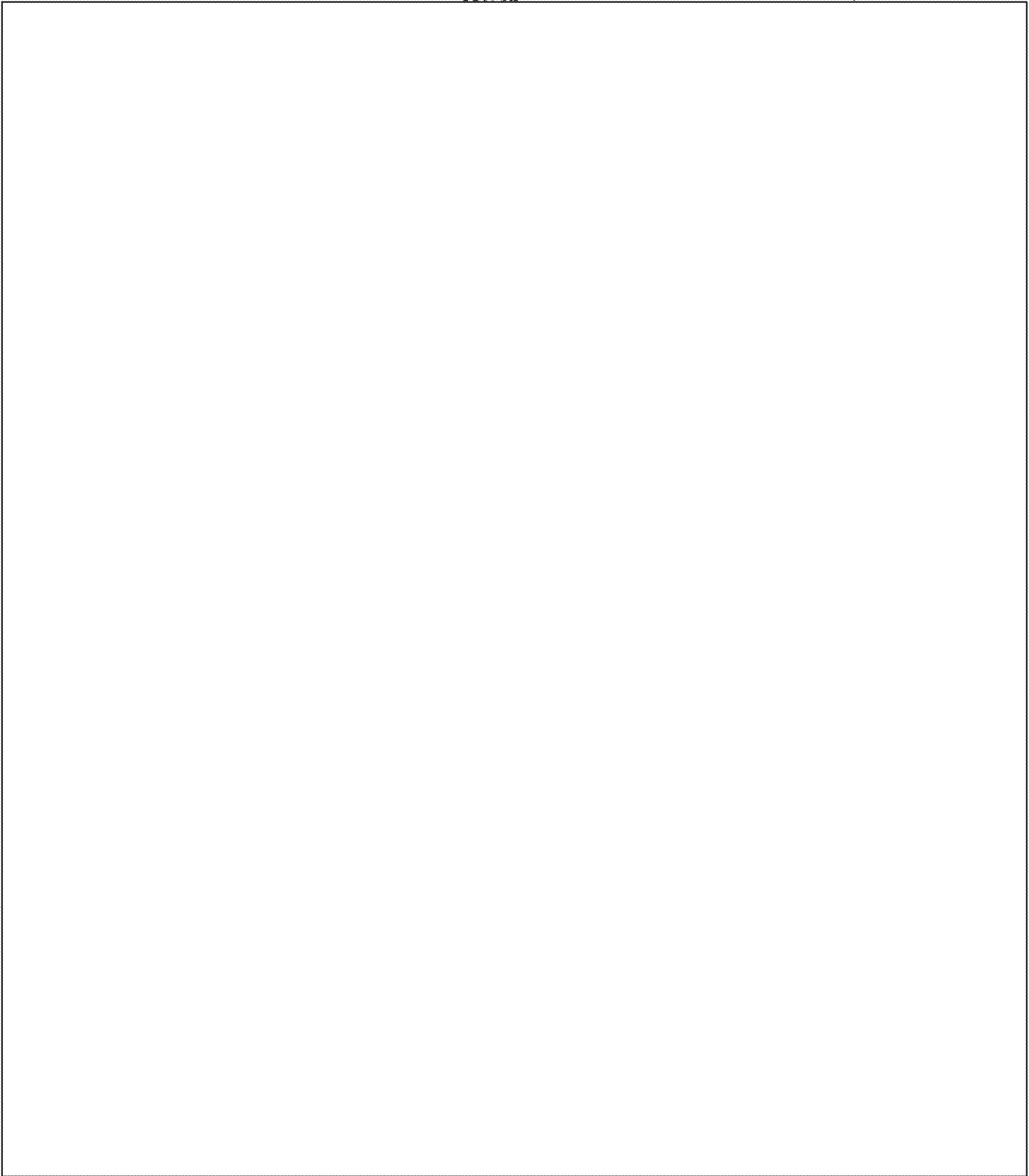
**SECRET**  
(When Filled In)

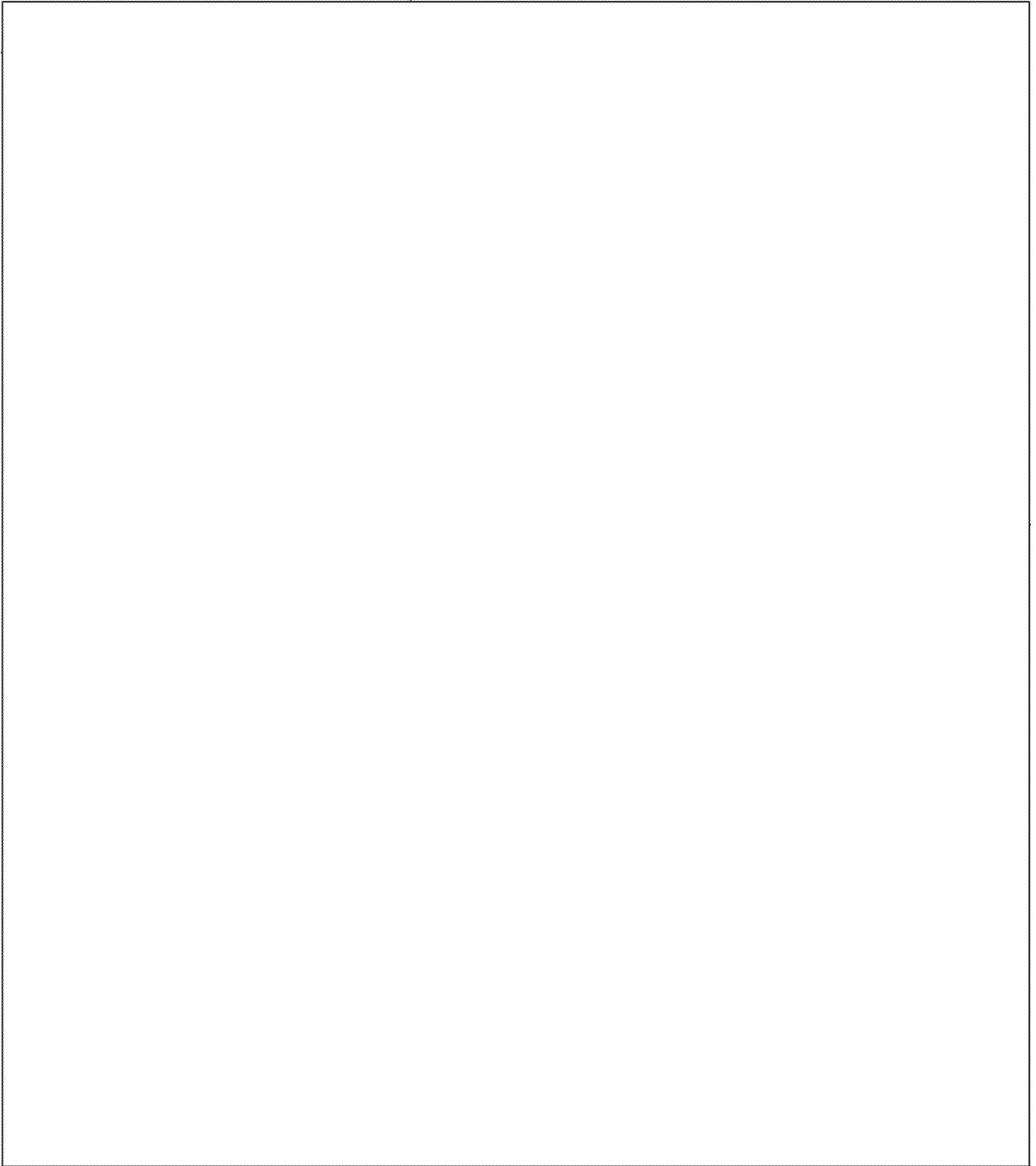
PERSONAL NO. 024585		<b>BIOGRAPHIC PROFILE (PART 2)</b>	
NAME (Last-First-Middle) PHILLIPS, David Allen		DATE OF BIRTH 31 Oct 1922	
23. PHOTOGRAPH <div align="center">  </div>			
24. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL <p align="center"><b>SEE COVER HISTORY ATTACHED.</b></p>			
25. ADDITIONAL INFORMATION <p> <u>Award 1955 Intelligence Medal of Merit</u> for his outstanding dedication and devotion to the cause of freedom, during the period Jan - Jul 1954.  <u>Commendation 1961</u> from DCI for loyal and devoted performance while serving with JMWAVE.  <u>Awarded 1965 Intelligence Medal of Merit</u> for outstanding dedication and devotion to the cause of freedom.  <u>Appreciation 1962</u> from US Ambassador, Mexico City conveying President Kennedy's thanks to Embassy Staff who contributed to success of his Mexican visit.  <u>Appreciation 1966</u> from CDR, USFORCENARP for outstanding contribution in the accomplishment of USFORCENARP Intelligence missions 1 May 1965 - 17 Jan 1966.  <u>Commendation 1966</u> from the DCI for especially meritorious service during the past year by members of the [redacted]  <u>Commendation from DDCI</u> for services rendered during the crisis while TDY in the [redacted] Station.  <u>Appreciation 1963</u> from [redacted] to Deputy Director, Voice of America, USIA, for Subject's able and effective representation of the United States during turbulent events in the country three years ago.  <u>Appreciation 1969</u> from Ch, DOD for briefing the DO Base Chiefs' Conference - 17 Feb 1969.         </p>			
26. DATE REVIEWED 5 Jun 1974		27. PROFILE REVIEWED BY hms/cal	

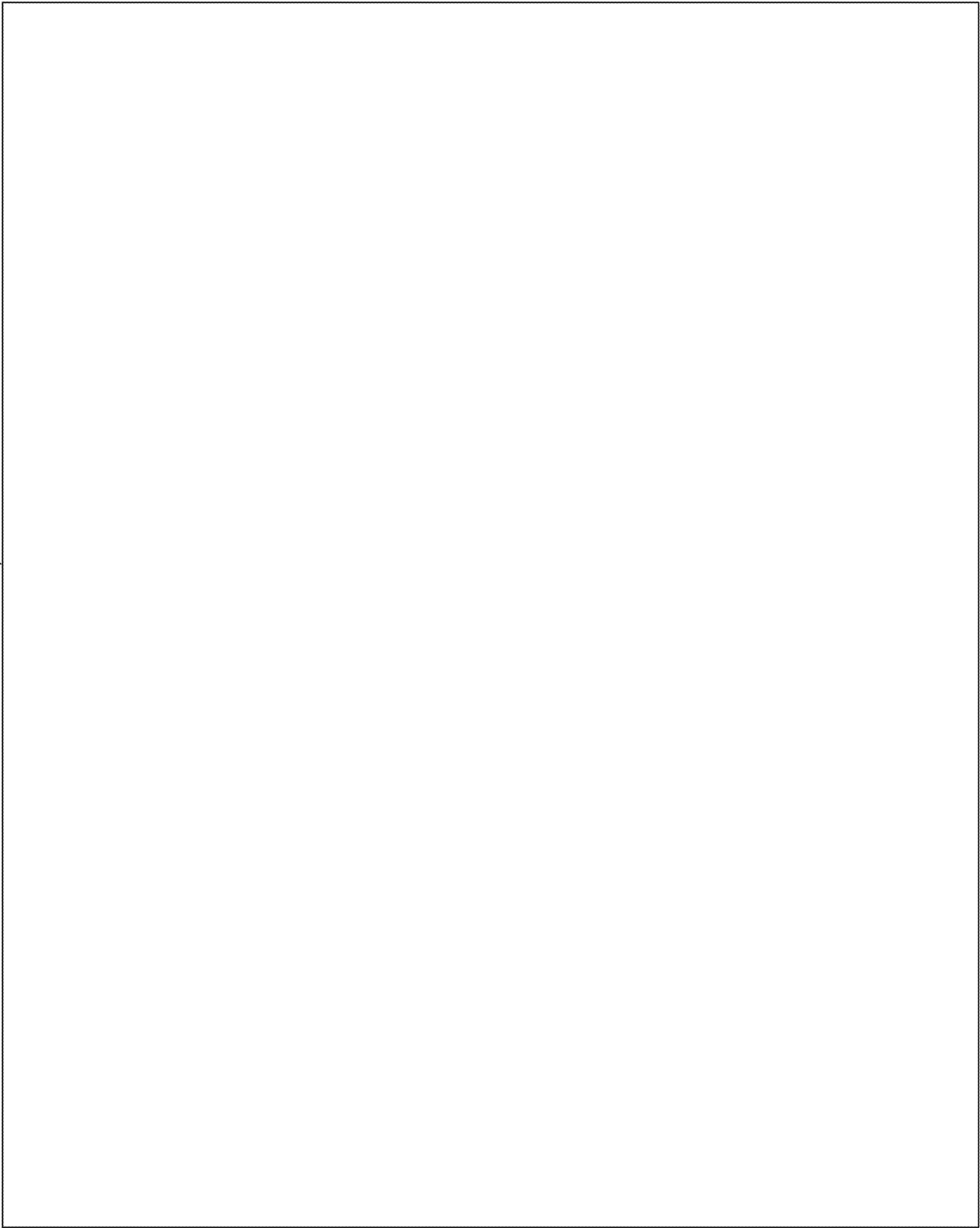
FORM 1200 (PART 2) 1-68

**SECRET** CL 251 010026 PROFILE

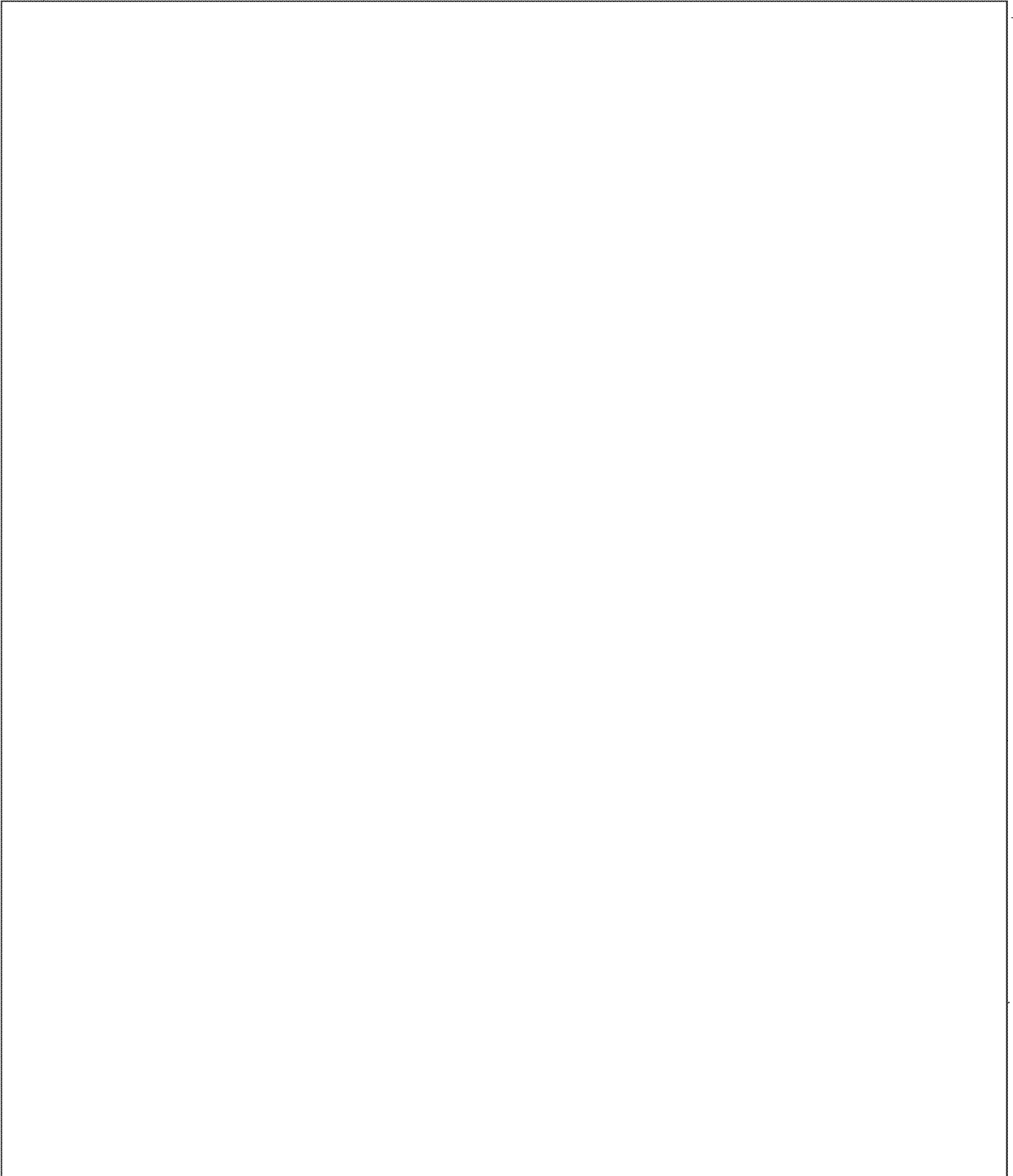
(1)

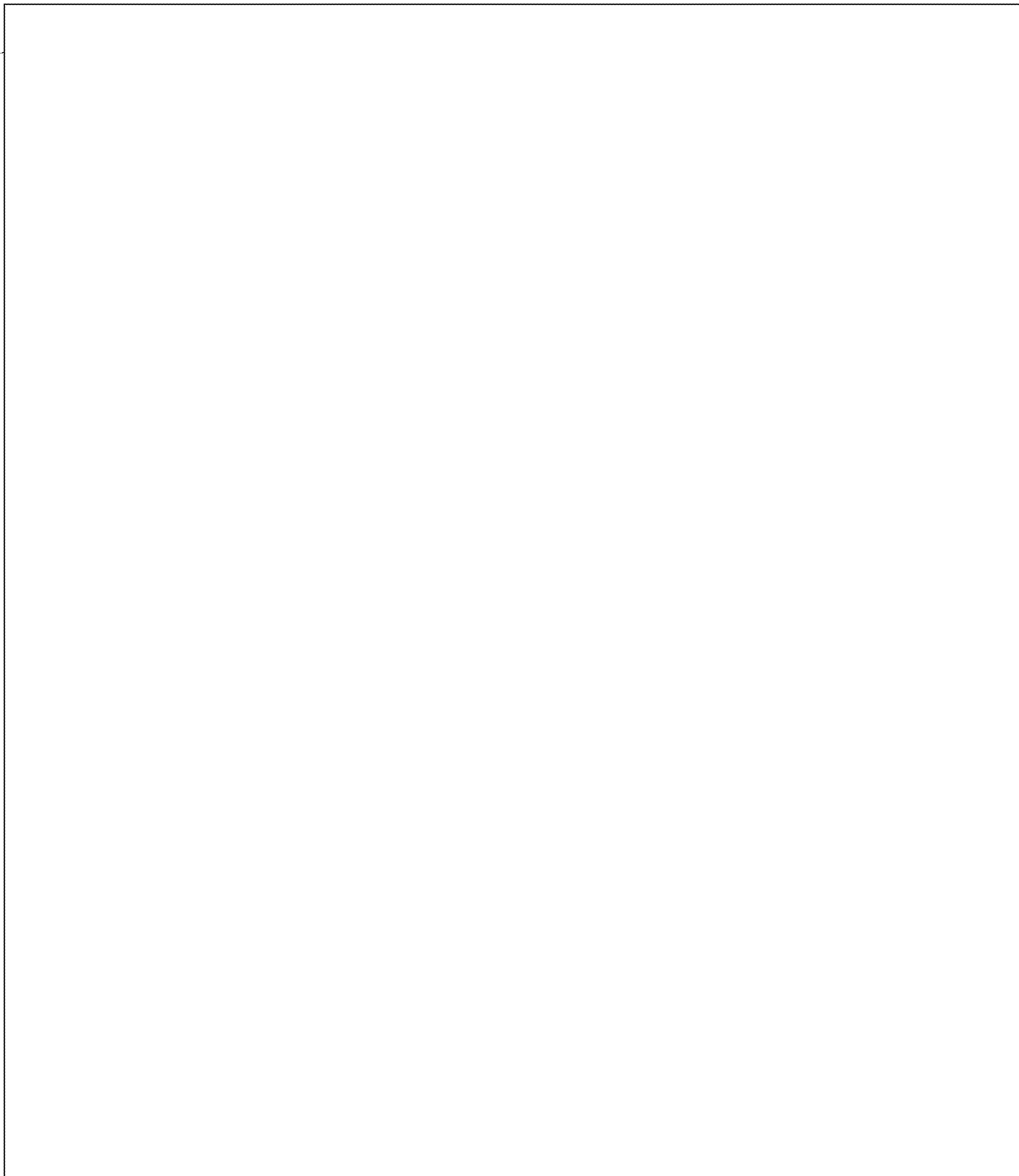












SECRET

COVER CONTRL JT. RETIREMENT PROCESSING										FILE	
TO: Retirement Operations Branch Office of Personnel										DATE 17 April 1975	
RETIREE [REDACTED]					CATEGORY OF EMPLOYMENT						
On the basis of a review of the records of the [REDACTED] the following action is to be taken on processing retirement documentation for the person named above.											
TYPE RETIREMENT			CIVIL SERVICE			CIARDS			DATE 14 Apr 1975		
COVER		OVERT ROUTINE		COVERT (OFFICIAL COVER) LOCK-UP		COVERT (NOV) SPECIAL	RETENTION OF AWARDS		YES	NO	
CORRESPONDENCE			OVERT			COVERT			THRU CCS		
FINANCES											
ANNUITY PAYMENTS SHOULD BE					U.S. GOV'T. CHECK			OTHER (Payment instructions follow)			
TAX DOCUMENTATION SHOULD BE					CIA		CSC		OTHER (MEMO FOLLOWS)		
REQUEST TRANSFER OF FUNDS FROM CIVIL SERVICE COMMISSION					YES		NO		INTERNAL TRANSFER		
INSURANCE											
FGLI		OVERT		COVERT		MAINTAIN RECORDS INTERNALLY ONLY					
TYPE OF HOSPITALIZATION CARD:											
AUTHORIZATION TO CONVERT INSURANCE					YES		CONVERSION MUST BE APPROVED BY CCS				
RESERVE											
MEMBER OF CIVILIAN RESERVE					YES		NO		OVERT		COVERT
REMARKS											
<p style="text-align: right;">CHIEF, COVER SUPPORT BRANCH COVER A COMMERCIAL STAFF</p> <p style="text-align: center;">THIS SECTION TO BE COMPLETED BY OFFICE OF SECURITY</p> <p>_____ NO SECURITY OBJECTIONS TO ABOVE.</p> <p>OTHER INSTRUCTIONS AS FOLLOWS:</p>											
<p style="text-align: right;">CHIEF, EMPLOYEE ACTIVITY BRANCH, OFFICE OF SECURITY</p>											

FORM 3429

SECRET

E 2, IMPDET CL BY: 007622

4-3-131

7 - OFF. PERS. FILE ROOM

FOR PURPOSES OF THE FAIR LABOR STANDARDS ACT, AS AMENDED,  
YOU ARE DESIGNATED EXEMPT.

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

PHILLIPS DAVID A

024345

41354523

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF  
TITLE 5, U.S.C. AND EXECUTIVE ORDER 11811 PURSUANT TO AUTHORITY OF DCI  
AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE  
DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
PHILLIPS DAVID A	024345	51	050	CF GS 18 1	\$36,000

OLM: 12 MAY 75

SECRET  
When filled in

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)									
024345		PHILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
RETIREMENT (VOLUNTARY) UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA					05 09 75		REGULAR				
6. FUNDS		7. V TO V		8. V TO CF		9. TAN AND NSCA		10. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		5135 4523 0000		PL 88-643 SECT 233			
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION						
DDO/LA DIVISION OFFICE OF THE CHIEF					WASH., D.C.						
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION				
CHIEF LA DIVISION					CN51		DYY				
14. CLASSIFICATION SCHEDULE (GS 18-48)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS			0001.10		18 1		36000				
18. REMARKS											
"IN ACCORDANCE WITH HR 20-23A(2), AN EMPLOYEE WILL HOLD SUPERGRADE RANK FOR SUCH TIME AS THE DIRECTOR MAY DETERMINE, REGARDLESS OF THE NATURE OF THE DUTIES PERFORMED."											
E. BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
22. STATION CODE		23. INTERVIEW CODE		24. MILITARY CODE		25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
						MO DA YR		MO DA YR		MO DA YR	
						10 31 22					
28. WENT DATA		29. SEPARATION DATA CODE		30. CORRECTION/COMPLETION DATA		31. EOD DATA		32. SECURITY REQ NO		33. SER	
CODE		CODE		TYPE		MO DA YR					
		000000									
34. DMS COMP DATE		35. CAREER CATEGORY		36. FEUILT/HEALTH INSURANCE		37. SOCIAL SECURITY NO					
DA YR		LAP RES CODE		CODE CODE		MO DA YR					
		0000 0000									
38. LEAVE CAT CODE		39. FEDERAL TAX DATA		40. STATE TAX DATA							
		FORM EXEMPTED CODE		FORM EXEMPTED CODE		FORM EXEMPTED CODE		FORM EXEMPTED CODE		FORM EXEMPTED CODE	
		1 YES 2 NO		1 YES 2 NO		1 YES 2 NO		1 YES 2 NO		1 YES 2 NO	
SIGNATURE OF OTHER AUTHENTICATION										POSTED	
										JK 5/13/75	

FORM 1150  
5-74 May 10-74Use Previous  
Edition

SECRET

6-2 DPMPT CL BY 007622

YB

RCS: 28 DEC 73

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)									
024345		PHILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
PROMOTION					12 23 73		REGULAR				
6. FUNDS		7. V TO V		8. V TO CF		9. FAN AND NSCA		10. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		4135 4523 0001		50 USC 403 J			
11. ORGANIZATIONAL DESIGNATIONS					12. LOCATION OF OFFICIAL STATION						
DOO/WH DIVISION OFFICE OF THE CHIEF					WASH., D.C.						
13. POSITION TITLE					14. POSITION NUMBER		15. SERVICE DESIGNATION				
CHIEF WH DIVISION					0001		D				
16. CLASSIFICATION SCHEDULE (GS, FS, etc.)			17. OCCUPATIONAL SERIES		18. GRADE AND STEP		19. SALARY OR RATE				
GS			0001.10		18 1		36000				
20. REMARKS											
"IN ACCORDANCE WITH HR 20-23A(2), AN EMPLOYEE WILL HOLD SUPERGRADE RANK FOR SUCH TIME AS THE DIRECTOR MAY DETERMINE, REGARDLESS OF THE NATURE OF THE DUTIES PERFORMED."											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODE	24. STATION CODE	25. INTEGRITY CODE	26. PAYMENT CODE	27. DATE OF BIRTH	28. DATE OF GRADE	29. DATE OF LEI			
22	10	51050	WH	75013	1	10 31 22	12 23 73	12 23 73			
30. NET PREFERENCE	31. SPECIAL REFERENCE	32. RETIREMENT DATA	33. SEPARATION DATA	34. CORRECTION - Completion Date	35. SECURITY REQ NO	36. SER					
						EOD DATA					
37. NET PREFERENCE	38. SERV COMP DATE	39. LONG COMP DATE	40. CAREER CATEGORY	41. FEGLI / HEALTH INSURANCE	42. SOCIAL SECURITY NO						
43. PREVIOUS CIVILIAN GOVERNMENT SERVICE	44. LEAVE CAT CODE	45. FEDERAL TAX DATA	46. STATE TAX DATA								
SIGNATURES OR OTHER AUTHENTICATION											
FOSTER CURB 1-3-74											

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 20 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

NAME	SERIAL	GRN.	FUNDS	GR-STEP	NEW SALARY
PHILLIPS DAVID A	024345	51	050	CF GS 17 4	\$36,000


SECRET  
(When Filled In)

LML: 17 JUL 73

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)									
024345		PHILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
					07/21/73		REGULAR				
6. FUNDS					7. PAY AND GRADE		8. CSC OR OTHER LEGAL AUTHORITY				
V TO V					4135 4523 (001)		50 USC 403 J				
CF TO V					X		CF TO CF				
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION						
DDO/WH DIVISION OFFICE OF THE CHIEF					WASH., D.C.						
11. POSITION TITLE					12. POSITION NUMBER			13. SERVICE DESIGNATION			
CHIEF, WH DIVISION					0001			D			
14. CLASSIFICATION SCHEDULE (AS IN 44)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0001, 10		17 4		36000			
18. REMARKS											
WASH., D.C. "IN ACCORDANCE WITH HR 20-23A(2), AN EMPLOYEE WILL HOLD SUPERGRADE RANK FOR SUCH TIME AS THE DIRECTOR MAY DETERMINE, REGARDLESS OF THE NATURE OF THE DUTIES PERFORMED."											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODE	22. STATION CODE	23. INTEREST CODE	24. PAY CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
56	10	51050	WH	75013	1	10/31/22					
28. PAY EXPIRES	29. PAY PREFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION CONCURRENCE CODE	EOD DATA				33. SECURITY REQ NO	34. SEE	
35. VET PREFERENCE	36. SERV COMP DATE	37. LONG COMP DATE	38. CAREER CATEGORY	39. REG. HEALTH INSURANCE	40. SOCIAL SECURITY NO						
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT	43. FEDERAL TAX DATA				44. STATE TAX DATA		
45. SIGNATURE OF OTHER AUTHENTICATION				46. POSTED							
				7/19/73							

UMS: 18 JULY 73

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)									
024345		PHILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						MO DA YR 05 15 73		REGULAR			
6. FUNDS		V TO V		V TO CF		7. PAN AND NSCA		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		4135 0620 (XXX)		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDO, WH DIVISION OFFICE OF THE CHIEF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
CHIEF WH DIVISION						(XXX)		D			
14. CLASSIFICATION SCHEDULE (GS, LE, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				(XXX).10		17 4		36XXX			
18. REMARKS											
CARACAS, VENEZUELA "IN ACCORDANCE WITH HR 20-23A(2), AN EMPLOYEE WILL HOLD SUPERGRADE RANK FOR SUCH TIME AS THE DIRECTOR MAY DETERMINE, REGARDLESS OF THE NATURE OF THE DUTIES PERFORMED"											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGRAL CODE		24. HANDBY CODE	
37		10		51000 WH		75011 J		S		1	
25. DATE OF BIRTH		26. DATE OF GENDER		27. DATE OF DEATH		28. DATE OF BIRTH		29. DATE OF GENDER		30. DATE OF DEATH	
MO DA YR 10 31 22		MO DA YR		MO DA YR		MO DA YR		MO DA YR		MO DA YR	
31. SPECIAL REFERENCE		32. RETIREMENT DATA		33. SEPARATION DATA CODE		34. CORRECTION/COMPLETION DATA		35. SECURITY REQ. NO.		36. SER.	
XX XX XX								100 DATA			
37. RET. PREFERENCE		38. SERV. COMP. DATE		39. LONG. COMP. DATE		40. CAREER CATEGORY		41. FEDERAL HEALTH INSURANCE		42. SOCIAL SECURITY NO.	
CODE		MO DA YR		MO DA YR		CODE		CODE		CODE	
43. PREVIOUS U.S. GOVERNMENT SERVICE		44. LEAVE CAT. CODE		45. FEDERAL TAX DATA		46. STATE TAX DATA		47. SOCIAL SECURITY NO.		48. SER.	
CODE		CODE		CODE		CODE		CODE		CODE	
49. POST OFFICE EMPLOYEE		50. SOCIAL SECURITY NO.		51. SOCIAL SECURITY NO.		52. SOCIAL SECURITY NO.		53. SOCIAL SECURITY NO.		54. SOCIAL SECURITY NO.	
CODE		CODE		CODE		CODE		CODE		CODE	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="text-align: right;">  </div>											

FORM 100-10  
1-73Use Previous  
Editions

SECRET

RCS

U.S. GOVERNMENT PRINTING OFFICE



"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691, PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

NAME  
PHILLIPS DAVID A

SERIAL ORGN. FUNDS GR-STEP  
024345 51 745 CF GS 17 4

NEW  
SALARY  
\$36,000

654

1. SERIAL NO		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOUSE	
024345		PHILLIPS DAVID A.		51 745		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
		\$30,000	11/26/71	GS	17 4	\$36,000	11/26/72		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>Shirley Shirley</i>						DATE <i>1/19/73</i>			
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
SUPERVISOR INITIALS						APPROVED BY			
FORM 360 E PAY CHANGE NOTIFICATION									

SECRET

(When Filled In)

EFG: 26 AUG 72

## NOTIFICATION OF PERSONNEL ACTION

1 SERIAL NUMBER 024345		2 NAME (LAST FIRST MIDDLE) PHILLIPS DAVID A	
3 NATURE OF PERSONNEL ACTION REASSIGNMENT		4 EFFECTIVE DATE MO DA YR 08 14 72	5 CATEGORY OF EMPLOYMENT REGULAR
6 FUNDS	V TO V CF TO V	V TO CF X CF TO CF	7 Financial Analysis No Chargeable 8 CSC OR OTHER LEGAL AUTHORITY 3135 1138 0000 50 USC 403 J
9 ORGANIZATIONAL DESIGNATIONS DDP/WH DIVISION FOREIGN FIELD BRANCH 3 -		10 LOCATION OF OFFICIAL STATION	
11 POSITION TITLE CHIEF OF STATION		12 POSITION NUMBER 0093	13 SERVICE DESIGNATION D
14 CLASSIFICATION SYMBOL (B, ON) GS	15 OCCUPATIONAL SERIES 0136.05	16 GRADE AND STEP 17 3	17 SALARY AND RATE 36000
18 REMARKS "IN ACCORDANCE WITH HR 20-23A(2), AN EMPLOYEE WILL HOLD SUPERGRADE RANK FOR SUCH TIME AS THE DIRECTOR MAY DETERMINE, REGARDLESS OF THE NATURE OF THE DUTIES PERFORMED."			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19 ACTION CODE 37	20 EMPLOY CODE 10	21 OFFICE CODING 517451W1	22 STATION CODE 77003
23 DATE OF BIRTH MO DA YR 10 13 74	24 DATE OF GRACE MO DA YR 82	25 DATE OF LEV MO DA YR 10 13 74	26 DATE OF GRACE MO DA YR 82
27 DATE OF LEV MO DA YR 10 13 74	28 DATE OF GRACE MO DA YR 82	29 DATE OF LEV MO DA YR 10 13 74	30 DATE OF GRACE MO DA YR 82
31 SIGNATURE OF DDP/WH AUTHORIZATION			

POSTED

SECRET

**SECRET**  
When Filled In:

## NOTIFICATION OF PERSONNEL ACTION

00 00000000

1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)	
134345		WILLIAM J. J. J.	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
PROMOTION		MO DA YR 05 01 74	
5. CATEGORY OF EMPLOYMENT		6. FINANCIAL ANALYSIS NO. CHARGEABLE	
A FUNDS		7. CSC OR OTHER LEGAL AUTHORITY	
V TO V V TO CF CF TO V CF TO CF		8. CSC OR OTHER LEGAL AUTHORITY	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
FUP-101		FOR C-1, 18. ECUOLA	
11. POSITION TITLE		12. POSITION NUMBER	
SUPERVISOR		0000	
13. CLASSIFICATION SCHEDULE (GS (B (M))		14. GRADE AND STEP	
S		15. SALARY OR RATE	
16. REMARKS		17. SERVICE DESIGNATION	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
18. ACTION CODE		19. OFFICE CODE	
20. EMPLOYEE CODE		21. DATE OF BIRTH	
22. DATE OF GRADE		23. DATE OF 151	
24. DATE OF 151		25. SECURITY	
26. SECURITY		27. SECURITY	
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"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME	SERIAL	ORGN.	FUNDS	GR	STEP	NET SALARY
PHILLIPS DAVID A	024345	51	925	CF	GS 17 3	\$35,000

SECRET  
(When Filled In)

BBG: 30 NOV 71

NOTIFICATION OF PERSONNEL ACTION																							
1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)																					
024345		PHILLIPS DAVID A																					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT																	
PROMOTION				11 28 71		REGULAR																	
6. FUNDS		7. V TO V		8. X TO CF		9. CF TO V																	
X		X		X		X																	
10. ORGANIZATIONAL DESIGNATIONS		11. LOCATION OF OFFICIAL STATION																					
DDP/WH DIVISION FOREIGN FIELD BRANCH 5																							
12. POST NUMBER				13. POST TYPE NUMBER		14. SERVICE DESIGNATION																	
CHIEF OF STATION				0186		D																	
15. CLASSIFICATION SYMBOL		16. ORGANIZATIONAL SERIES		17. GRADE AND STEP		18. PAY GRADE																	
GS		0136.05		17 3		34716																	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																							
<table border="1"> <tr> <td>19. ACTION CODE</td> <td>20. EFFECTIVE DATE</td> <td>21. ACTION CODE</td> <td>22. ACTION CODE</td> <td>23. ACTION CODE</td> <td>24. ACTION CODE</td> <td>25. ACTION CODE</td> <td>26. ACTION CODE</td> </tr> <tr> <td>22</td> <td>10</td> <td>51825 W01</td> <td>09626</td> <td>S</td> <td>3</td> <td>10</td> <td>31 22 11 28 71 11 28 71</td> </tr> </table>								19. ACTION CODE	20. EFFECTIVE DATE	21. ACTION CODE	22. ACTION CODE	23. ACTION CODE	24. ACTION CODE	25. ACTION CODE	26. ACTION CODE	22	10	51825 W01	09626	S	3	10	31 22 11 28 71 11 28 71
19. ACTION CODE	20. EFFECTIVE DATE	21. ACTION CODE	22. ACTION CODE	23. ACTION CODE	24. ACTION CODE	25. ACTION CODE	26. ACTION CODE																
22	10	51825 W01	09626	S	3	10	31 22 11 28 71 11 28 71																
100 DATA																							

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PLUS ANTI INFLATIONARY ACT AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A GCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

NAME: PHILLIPS DAVID A. SERIAL: 024345 ORG: 51 FUNDS: CF GR: 16 STEP: 4 NEW SALARY: \$29,202

637

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
024345		PHILLIPS DAVID A		51 730		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
GS 16	4	\$29,202	12/13/69	GS 16	5	\$30,087	12/13/70		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>Joseph D. [illegible]</i>						DATE			
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS									
FORM 7-68 5608		PAY CHANGE NOTIFICATION						(4-71)	

115

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PLUS ANTI INFLATIONARY ACT AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A GCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME: PHILLIPS DAVID A. SERIAL: 024345 ORG: 51 FUNDS: CF GR: 16 STEP: 5 NEW SALARY: \$31,000

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)									
24345		P ILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						01 11 73		REGULAR			
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No Chargeable		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		0135 0684 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION (V. OFFICIAL STATION)					
DDP/WH FOREIGN FIELD BRANCH 5											
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
CHIEF OF STATION						0135		D			
14. CLASSIFICATION SCHEDULE (GS, LB, WNC)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE		
GS			0135.45			16 4			27540		
18. REMARKS											
WAS ... D.C.											
HONORARY: W											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODES		22. STATION CODE		23. INDICATE CODE		24. MONTH CODE	
37		10		01731		W		09 37		3	
25. DATE EMPLOYED		26. SPECIAL REFERENCE		27. RETIREMENT DATA		28. SEPARATION DATA CODE		29. EMPLOYMENT CODE		30. DATE OF BIRTH	
01 11 73										10 31 72	
31. VET PREFERENCE		32. SERV COMP DATE		33. LONG COMP DATE		34. CAREER CATEGORY		35. HEALTH INSURANCE		36. SOCIAL SECURITY NO.	
0000		01 11 73		01 11 73		0000		0000		0000	
37. PREVIOUS CIVILIAN GOVERNMENT SERVICE				38. FEDERAL TAX DATA				39. STATE TAX DATA			
0000				0000				0000			
40. SIGNATURE OF OTHER AUTHENTICATION				41. SIGNATURE OF OTHER AUTHENTICATION				42. SIGNATURE OF OTHER AUTHENTICATION			

14-00000 (Rev. 10-67) (10-67)

**SECRET**

J8C

01-22-73 1/2

"MAY BE IN ACCORDANCE WITH SECRETARY OF DEFENSE 11474 PLANS TO A FURTHER RITM OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 1 OCTOBER 1942"

EFFECTIVE DATE OF PAY ADJUSTMENT: 15 JULY 1949

NAME: PHILLIPS DAVID A SERIAL: 024745 FUNDS: GS-STEP 51 500 OF GS 16 4 P.F. SALARY: \$27,549

SECRET

(When Filled In)

PLW: 13 DEC 51

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)							
024745		PHILLIPS DAVID A							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
PROMOTION					12 15 49		REGULAR		
6. FUNDS		7. V TO V		8. V TO CF		9. FUNDAL ANALYSIS FOR EMERGENCY		10. FUNDAL ANALYSIS FOR OTHER SPECIAL AUTHORITY	
CF TO V		X		CF TO CF		1135 0000 0000		50 USC 403 J	
11. ORGANIZATIONAL DESIGNATIONS					12. LOCATION OF OFFICIAL STATION				
DDP/WH WH/COG OFFICE OF THE CHIEF					WASH., D.C.				
13. POSITION TITLE					14. POSITION NUMBER		15. SERVICE DESIGNATION		
CPS OFFICER CH					1100		D		
16. CLASSIFICATION SCHEDULE (SEE 48 USC)		17. OCCUPATIONAL GRADE		18. GRADE AND STEP		19. SALARY OR RATE			
GS		0135.01		16 4		2011			
20. REMARKS									
WASH., D.C.									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODE	24. STATUS CODE	25. PAY CODE	26. DATE OF BIRTH	27. DATE OF GRADE	28. DATE OF LEI		
21	16	0000	0000	S	12 15 49	12 15 49	12 15 49		
29. INT. SERVICE		30. INT. SERVICE		31. INT. SERVICE		32. INT. SERVICE		33. INT. SERVICE	
34. INT. SERVICE		35. INT. SERVICE		36. INT. SERVICE		37. INT. SERVICE		38. INT. SERVICE	
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99. INT. SERVICE		100. INT. SERVICE		101. INT. SERVICE		102. INT. SERVICE		103. INT. SERVICE	
SIGNATURE OF OTHER AUTHENTICATION									
POSTED									

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
PHILLIPS DAVID A	024345	51	500	CF GS 15 5	\$19,978	\$20,856

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND  
EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT  
OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 15 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
PHILLIPS DAVID A	024345	51	500	CF GS 15 5	\$20,856	\$22,416

EX-10

COMPLETION  
OF TAX DATA

SP-10 201111

1	SERIAL NO	2	NAME	3	ORGANIZATION	4	FUNDS	5	EWOP HOURS
	024345		PHILLIPS DAVID A		51	900	CF		
A		OLD SALARY RATE			B			NEW SALARY RATE	
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
		22416				23075			
GS-15	5	\$20,856	09/29/66	GS-15	5	\$22,416	09/22/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE						DATE			
Donald C. Marelius						12 July 1968			
<input type="checkbox"/> NO EXCESS STEP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> EWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS						AUDITED BY			



SECRET  
(When Filled In)

SE: 12 SEPT. 67

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)									
0211345		PHILLIPS DAVID A									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						09   10   67		REGULAR			
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		3135 0020 (XXX)		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/WH WH/COG OFFICE OF THE CHIEF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
GPS OFFICER CH						1105		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.01		15-5		19978			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. HOURS CODE	
37		10		51500 WH		75013		5		1	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. DATE OF GRADE		29. DATE OF LEI		30. DATE OF LEI	
10   31   22											
31. RETIREMENT DATA		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO		34. SEX		35. VET. PREFERENCE		36. SERV. COMP DATE	
37. LONG COMP DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE LAT	
43. FEDERAL TAX DATA		44. STATE TAX DATA		45. FEDERAL TAX DATA		46. STATE TAX DATA		47. FEDERAL TAX DATA		48. STATE TAX DATA	
SIGNATURE OR OTHER AUTHENTICATION											

FORM 1150  
5-66

Use Previous  
Edition

SECRET

MAH

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

*GS-4*

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
024345		PHILLIPS DAVID A		01 750 GF						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PS	LS	AD
GS 15	4	<del>19371</del> 19371	09/27/64	GS 15	5	<del>19978</del> 19978	09/25/66			
8. Remarks and Authorization										
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS                      AUDITED BY										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>Marshall</i> DATE <i>15/7/66</i>										
PAY CHANGE NOTIFICATION										

**SECRET**  
(When Filled In)

BJT, 18 OCT 66

### NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER <b>024345</b>		2. NAME (LAST FIRST MIDDLE) <b>PHILLIPS DAVID A</b>	
3. NATURE OF PERSONNEL ACTION <b>DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM</b>		4. EFFECTIVE DATE MO DA YR <b>10 23 66</b>	5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>
6. FUNDS V TO V CF TO V <b>X</b> V TO CF CF TO CF	7. COST CENTER NO. CHARGEABLE <b>7135 0875 0000</b>		8. CSC OR OTHER LEGAL AUTHORITY <b>PL 88-643 SECT. 203</b>
9. ORGANIZATIONAL DESIGNATIONS  <b>DDP/WH</b>		10. LOCATION OF OFFICIAL STATION	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION <b>D</b>
14. CLASSIFICATION SCHEDULE (GS, LR, etc.)	15. OCCUPATIONAL SERIES <b>15</b>	16. GRADE AND STEP	17. SALARY OR RATE
18. REMARKS <b>EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.</b>			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
23. INTEGRTEE CODE	24. Hq/cls. Code	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR
27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE 1 - CSC 2 - FICA 3 - NONE	30. RETIREMENT DATA CODE <b>2</b>
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO DA YR	33. SECURITY REQ NO.	34. SEX
35. VET PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT	36. SERV COMP DATE MO DA YR	37. LONG COMP. DATE MO DA YR	38. CAREER CATEGORY CODE CAP MIL PROG TEMP
39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE	
42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	
45. SIGNATURE OR OTHER AUTHENTICATION  <div style="border: 1px solid black; padding: 5px; display: inline-block; transform: rotate(-10deg);">10-24-66</div>			

FORM 11 62 1150

Use Previous Edition

**SECRET**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

14-00000  
PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
PHILLIPS DAVID A	024345	51	750	CF GS 15 4	\$18,825	\$19,371

SECRET

30 June 1966

MEMORANDUM FOR : Chief, TRB

SUBJECT : Record of Contract Service for  
David A. Phillips

1. Per your request we are forwarding record of Subject's contract service:

<u>Date</u>	<u>Action</u>
4 March 1954	Hired as Contract Employee
31 July 1954	Terminated
1 August 1954	Hired as Contract Employee
31 March 1955	Terminated
19 August 1958	Hired as Contract Agent
13 March 1960	Terminated

2. Subject was employed on a full time basis with leave benefits from 4 March 1954 through 31 March 1955. Accordingly, this entire period is "creditable" for establishing his annual leave category. However, the period from 19 August 1958 through 13 March 1960, as an independent contractor, is not creditable for this purpose. Only the period from 4 March 1954 through 31 December 1954 is "creditable for Civil Service Retirement, since Contract Employee's were mandatorily covered by Social Security as of 1 January 1955. 1951-1953 Contract Agent time is not creditable.

3. Attached is OF record of Agency service with salary breakdown.

Rogers C. Brooks

UNITED STATES GOVERNMENT

# Memorandum

TO : Chief, Contract Personnel Division  
ATTN :

DATE: 16 June 1966

FROM : Compensation and Tax Division  
Office of Finance

SUBJECT: Agency Service of David Atlee PHILLIPS

The records of the Office of Finance show the following Agency service for Subject:

**Contract Agent:**

EOD 1 February 1951 - \$600.00 P/M  
Term 28 February 1951 - \$600.00 P/M

*not creditable  
see memo 6-30-66*

EOD 25 January 1952 - \$6000.00 P/A  
Term 31 August 1953 - \$6000.00 P/A

*not creditable  
see memo 6-30-66*

**Contract Employee:**

EOD 4 March 1954 - \$7200.00 P/A  
Pay Inc. 1 August 1954 - \$8360.00 P/A  
Term. 31 March 1955 - \$8360.00 P/A

*O.K.*

**Staff Employee:**

Ex. Asst. 1 April 1955 - \$9600.00 P/A  
Res. 6 February 1956 - \$10,320.00 P/A

*O.K.*

**Staff Agent:**

Ex. Asst. 7 February 1956 - \$10,320.00 P/A  
PSI 7 October 1956 - \$10,535.00 P/A  
Pay Raise 12 January 1958 - \$11,835.00 P/A  
PSI 6 April 1958 - \$11,835.00 P/A  
Res. 12 August 1958 - \$11,835.00 P/A

*O.K.*

**Contract Agent:**

EOD 19 August 1958 - \$7,200.00 P/A  
Term. 12 March 1960 - \$7,200.00 P/A

*not creditable per  
memo from CPD  
dated 6-30-66*

**Staff Employee:**

Ex. Asst. 14 March 1960 - \$11,835.00 P/A  
Subject has been a Staff Employee since 14 March 1960.

*O.K.  
as Staff  
Employee*

Chief  
Agent Payroll Branch

\*PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-501  
PURSUANT TO AUTHORITY OF 5 U.S.C. PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-001 POLICY. EFFECTIVE DATE - OCTOBER 1962.

EFFECTIVE DATE OF PAY ADJUSTMENT: 11 OCTOBER 1962

NAME: PHILLIPS DAVID A  
SERIAL: 024345  
STATION: STATION, FUNDS: GR-STEP  
OLD SALARY: \$18,170  
NEW SALARY: \$18,625

SECRET  
(When Filled In)

5 AUG 65

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 024345		2. NAME (LAST-FIRST-MIDDLE) PHILLIPS DAVID A	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE 051 051 65	
5. CATEGORY OF EMPLOYMENT REGULAR		6. COST CENTER NO. CHARGEABLE 6135 0575 COMV	
7. FUNDS V TO V CF TO V X CF TO CF		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 2 STATION		10. LOCATION OF OFFICIAL STATION	
11. POSITION TITLE CHIEF OF STATION		12. POSITION NUMBER 0274	
13. SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, LO, etc.) GS	
15. OCCUPATIONAL SERIES 0135.05		16. GRADE AND STEP 15 4	
17. SALARY OR RATE 18170		18. REMARKS MEXICO CITY, MEXICO	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 51650 ALPHABETIC: WH	22. STATION CODE 19039
23. INTEGREE CODE 1	24. INQUIRY CODE 3	25. DATE OF BIRTH 10 31 22	26. DATE OF GRADE 1 1
27. DATE OF LER	28. SECURITY REQ NO	29. SEN	30. SECURITY
31. NTE EXPIRES NO. DA YR XX 1 XXXX	32. SPECIAL REFERENCE 1. CSC 2. FICA 3. NONE	33. RETIREMENT DATA CODE	34. SEPARATION DATA CODE TYPE NO. DA YR
35. VET PREFERENCE CODE 0. NONE 1. 5 PT 2. 10 PT	36. SERV COMP. DATE NO. DA YR	37. LONG COMP. DATE NO. DA YR	38. CAREER CATEGORY CODE
39. FEGLI / HEALTH INSURANCE CODE 0. WAIVED 1. YES	40. SOCIAL SECURITY NO	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE LESS THAN 1 YEAR 3. BREAK IN SERVICE MORE THAN 1 YEAR	42. LEAVE CAT. 43 CODE
44. FEDERAL TAX DATA CODE 1. YES 2. NO	45. STATE TAX DATA CODE 1. YES 2. NO	46. NO TAX EXEMPTIONS CODE 1. YES 2. NO	47. NO TAX STATE CODE EXEMPT.
SIGNATURE OR OTHER AUTHENTICATION			

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION							
ADPD 03/31/65							
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)					
024345		PHILLIPS DAVID A					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
CONV. TO CAREER EMPLOYEE STATUS				MO DA YE 04 01 58			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE	
		CF TO V		X CF TO CF		8. CSC OR OTHER LEGAL AUTHORITY	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
DDP/WH DIVISION							
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION	
						U	
14. CLASSIFICATION SCHEDULE (GS 18 19)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION:							
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>  04/01/65 ZK </div>							

12

1. Serial No.	2.	Name	3.	Cost Center Number	4.	LWOP Hours
024345		PHILLIPS DAVID A		31 700	456	CF
5.	OLD SALARY RATE			6.		NEW SALARY RATE
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary
		17,600				18,170
GS 15 3		09/29/63	GS 15 4			09/27/64
7. TYPE ACTION						
8. Remarks and Authorization						
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS                      AUDITED BY						
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.						
SIGNATURE: <i>[Signature]</i>				DATE: 5/17/64		
PAY CHANGE NOTIFICATION						

Form 560

Original Proposed  
Edition

14511

## GENERAL SCHEDULE RATES

### Federal Employees Salary Act of 1964

[illegible]



IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCF MEMORANDUM DATED 1 AUGUST 1966, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 9 JANUARY 1964.

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
PHILLIPS DAVID A	024345	DA	700	CF GS 15 3	\$15,925	\$16,495

SECRET  
(When Filled In)

MHC: 27 SEPT 63

NOTIFICATION OF PERSONNEL ACTION																											
1. SERIAL NUMBER		2. NAME (LAST/FIRST/MIDDLE)																									
024345		PHILLIPS DAVID A																									
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT																				
PROMOTION					09 29 63		REGULAR																				
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY																			
CF TO V		X		CF TO CF		4135 5700 1000		50 USC 403 J																			
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION																						
DDP WH BRANCH 3 MEXICO CITY MEXICO STATION					MEXICO CITY, MEXICO																						
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION																				
OPS OFFICER					0340		D																				
14. CLASSIFICATION SCHEDULE (GS, AF, etc.)			15. OCCUPATIONAL SERIES		16. STEP		17. SALARY GR. RATE																				
GS			0136.01		15 3		15525																				
18. REMARKS																											
MEXICO CITY, MEXICO																											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																											
<table border="1"> <thead> <tr> <th>19. ACTION CODE</th> <th>20. EMPLOYMENT CODE</th> <th>21. OFFICE CODING</th> <th>22. STATION CODE</th> <th>23. INTELLIGENCE CODE</th> <th>24. DEPT. CODE</th> <th>25. DATE OF BIRTH</th> <th>26. DATE OF GRADE</th> <th>27. DATE OF LEL</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>10</td> <td>51700 WH</td> <td>45075</td> <td>1</td> <td>3</td> <td>10 31 22</td> <td>09 29 63</td> <td>09 29 63</td> </tr> </tbody> </table>										19. ACTION CODE	20. EMPLOYMENT CODE	21. OFFICE CODING	22. STATION CODE	23. INTELLIGENCE CODE	24. DEPT. CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEL	22	10	51700 WH	45075	1	3	10 31 22	09 29 63	09 29 63
19. ACTION CODE	20. EMPLOYMENT CODE	21. OFFICE CODING	22. STATION CODE	23. INTELLIGENCE CODE	24. DEPT. CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEL																			
22	10	51700 WH	45075	1	3	10 31 22	09 29 63	09 29 63																			
28. DATE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA																			
09 28 65 31								EOD DATA																			
33. NET PREFERENCE		34. SERV. COMP. DATA		35. LONG. COMP. DATA		36. CAREER CATEGORY		37. FEGLI / HEALTH INSURANCE																			
38. PREVIOUS GOVERNMENT SERVICE DATA		39. LEAVE CAT.		40. FEDERAL TAX DATA		41. STATE TAX DATA		42. SOCIAL SECURITY NO.																			
SIGNATURE OR OTHER AUTHENTICATION																											

10-110

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 7-735  
 DOL REGULATION DATED 1 AUGUST 1964, SALARY IS ADJUSTED AS FOLLOWS.  
 EFFECTIVE 18 OCTOBER 1962

NAME SERIAL DEDU FUNDS OLD NEW  
 PHILLIPS DAVID A 024345 64700 CF 14 4 \$12990 14 4 \$14120

1 Serial No		2 Name		3 Cost Center Number		4 LWOP Hours	
024345		PHILLIPS DAVID A		340 64 700 CF 8			
5 OLD SALARY RATE				6 NEW SALARY RATE			
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date
GS 14	4	\$14,120	09/17/61	GS 14	5	\$14,545	09/15/63
7 TYPE ACTION							
PSI				LSI ADJ			
				1			
8 Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. SIGNATURE: <i>[Signature]</i> DATE: <i>17 July 1965</i> PAY CHANGE NOTIFICATION							

Form 560

Obsolete Previous Edition

(431)

SECRET  
 (When Filled In)

1 Serial No		2 Name		3 Cost Center Number		4 LWOP Hours	
24345		PHILLIPS DAVID A		DDP/WH 07 UV			
5 OLD SALARY RATE				6 NEW SALARY RATE			
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date
GS 14	3	\$12,730	03/14/65	14	4	\$12,990	09/17/61
7 TYPE ACTION							
PSI				LSI ADJ			
8 Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD							

BWS: 31 AUG 1961

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)							
024345		PHILLIPS DAVID A							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
					08 23 61		REGULAR		
6. FUNDS		7. V TO V		8. V TO CP		9. COST CENTER NO. CHARGEABLE		10. CSC OR OTHER LEGAL AUTHORITY	
X		X		X		2135 5700 1000		50 USC 403 J	
11. ORGANIZATIONAL DESIGNATIONS					12. LOCATION OF OFFICIAL STATION				
DDP WH BRANCH 3 MEXICO CITY MEXICO STATION					MEXICO CITY, MEXICO				
13. POSITION TITLE					14. POSITION NUMBER		15. CAREER SERVICE DESIGNATION		
OPS OFFICER					0340		D		
16. CLASSIFICATION SCHEDULE (GS, WB, etc)			17. OCCUPATIONAL SERIES		18. GRADE AND STEP		19. SALARY OR RATE		
GS			0136.01		14 5		12730		
20. REMARKS									

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL															
ACTION: 20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. NEDN CODE		25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
5 10		64700 WH		45075		1		3		10 31 22					
28. EXP. RES.		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.		34. SEX			
D DA FA				1. YES 2. NO		CODE		TIME NO DA FA		EOD DATA					
35. VET PREFERENCE		36. SERV COMP DATE		37. LONG COMP DATE		38. MIL SERV CREDIT		39. REG/LI/HEALTH INSURANCE		40. SOCIAL SECURITY NO.					
0 NONE 1 5 PT 2 10 PT		NO DA FA		NO DA FA		1. YES 2. NO		CODE CODE 0 WAIVER 1 YES		HEALTH INS CODE					
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA							
0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 12 MOS) 3. BREAK IN SERVICE (MORE THAN 12 MOS)				FOAM EXECUTED CODE 1. YES 2. NO		NO. TAX EXEMPTIONS		FOAM EXECUTED 1. YES 2. NO				CODE NO TAX STATE CODE EXEMP			

SIGNATURE OR OTHER AUTHENTICATION

09/05/61 UK

PSC: 23 AUG 1961

SECRET  
(When Filled In)

OCF		NOTIFICATION OF PERSONNEL ACTION			
1. SERIAL NUMBER		2. NAME (LAST-FIRST MIDDLE)			
024345		PHILLIPS DAVID A			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			08 15 61		REGULAR
6. FUND		7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY		
FUT:DS		2135 5700 1000	50 USC 403 J		
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP WH BRANCH 3 MEXICO CITY, MEXICO STATION			MEXICO CITY, MEXICO		
11. POSITION TITLE		12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION		
CPS OFFICER		0340	D		
14. CLASSIFICATION SCHEDULE (GS, WD, etc)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE	
GS		0136.01	14 3	12730	
18. REMARKS TO BE					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGREE CODE	24. MONTH CODE
37	10	NUMERIC ALPHABETIC 64700 WH	45075	3	10
25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
10 31 22					
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA	33. SECURITY REQ NO.
34. VET PREFERENCE	35. SERV. COMP. DATE	36. LONG. COMP. DATE	37. MIL. SERV. CREDIT LOST	38. RESILI. HEALTH INSURANCE	39. SOCIAL SECURITY NO.
40. PREVIOUS GOVERNMENT SERVICE DATA		41. LEAVE CAT.	42. FEDERAL TAX DATA		43. STATE TAX DATA
SIGNATURE OR OTHER AUTHENTICATION					
FOC: MED 08/29/61 W/K					

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-368 AND DCI MEMO DATED 1 AUGUST 1966, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1967.

NO	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
0	PHILLIPS DAVID A	524345	46 17	GS-14 3	\$11,835	\$12,730

/S/ EMMETT D. FCHOLS  
DIRECTOR OF PERSONNEL

SECRET

NOTIFICATION OF PERSONNEL ACTION														
1. Serial No.			2. Name (Last-First-Middle)			3. Date Of Birth			4. Vol. Prof		5. Sex		6. CS - EOD	
524345			PHILLIPS DAVID A			10 31 22			Non-0 5 Pt-1 10 Pt-2		M 1		03 14 60	
7. SCD			8. CSC Rmt.			9. CSC Or Other Legal Authority			10. Appt. Auth.		11. FLGLI		12. LCD	
Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.		Yes-1 No-2		Code	
02 12 54			1			50 USCA 403 J					04 05 55		2	

PREVIOUS ASSIGNMENT													
14. Organizational Designations					Code		15. Location Of Official Station			Station Code			
CS/CS DEVELOPMENT COMPLEMENT DOP WH DIVISION					3600		WASH., D.C.			75013			
16. Dept. - Field			17. Position Title			18. Position No.			19. Serv.		20. Occup. Series		
Dept - 1 USM - 3 Fgn - 5			Code 1			OPS OFFICER			031460			GS 0136.01	
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade			25. App. No.	
14 3			\$11835			D			03 14 60 05 17 61			0320 1998	

ACTION											
27. Nature Of Action			Code		28. Eff. Date			29. Type Of Employee		Code 30. Separation Data	
REASSIGNMENT			56		04 17 60			REGULAR		01	

PRESENT ASSIGNMENT													
31. Organizational Designations					Code		32. Location Of Official Station			Station Code			
DOP WH BRANCH A					4617		WASH., D. C.			75013			
33. Dept. - Field			34. Position Title			35. Position No.			36. Serv.		37. Occup. Series		
Dept - 1 USM - 3 Fgn - 5			Code 1			OPS OFFICER			0624			GS 0136.01	
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade			42. App. No.	
14 3			\$11835			D			03 14 60 05 17 61			0135 1000 1000	

43. Remarks

11-26-60-11X

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION																
PAS: 14 MARCH 1960																
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Pref		5. Sex		6. CS - EOD			
524345		DAVID A PHILLIPS PHILLIPS DAVID A				Mo. Da. Yr. 10 31 22			None-0 5 Pt.1 10 Pt.2		1 M 1		Mo. Da. Yr. 03 14 60			
7. SCD		8. CSC Retmt.		9. CSC Or Other Legal Authority				10. Apmt Affidav			11. FEGLI		12. LCD		13. Int. Serv. Co.	
Mo. Da. Yr. 02 12 54		Yes-1 No-2		Code 1		50 USCA 403 J				Mo. Da. Yr. 03 14 60			Yes-1 No-2		Code 1	

**PREVIOUS ASSIGNMENT**

14. Organizational Designations				Code		15. Location Of Official Station				Station Code			
16. Dept. - Field		17. Position Title				18. Position No.				19. Serv.		20. Occup. Series	
Dept. - 1 USfld - 3 Frgr - 5		Code											
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number			
Mo. Da. Yr.		Mo. Da. Yr.		Mo. Da. Yr.		Mo. Da. Yr.		Mo. Da. Yr.					

**ACTION**

27. Nature Of Action		Code		28. Eff Date		29. Type Of Employee		Code		30. Separation Data	
EXCEPTED APPOINTMENT		17		03 14 60		REGULAR		20			

**PRESENT ASSIGNMENT**

31. Organizational Designations				Code		32. Location Of Official Station				Station Code					
CS/CS DEVELOPMENT COMPLEMENT DDP WH DIVISION				4688		WASH., D.C.				75013					
33. Dept. - Field		34. Position Title				35. Position No.				36. Serv.		37. Occup. Series			
Dept. - 1 USfld - 3 Frgr - 5		Code 1		OPS OFFICER				031460				GS		0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number					
14 3		\$ 11835		0		Mo. Da. Yr. 03 14 60		Mo. Da. Yr. 09 17 61		0320 1998					
44. Remarks APPOINTEE.															

100-110  
3-24-60  
rik

**SECRET**

STANDARD FORM 50-17 PART I  
REV. APRIL 1951  
PREPARED BY  
U. S. CIVIL SERVICE COMMISSION  
CHAPTER 51, FEDERAL PERSONNEL MANUAL

**SECRET**  
WHEN FILLED IN.

### NOTIFICATION OF PERSONNEL ACTION

1. NAME (Last, first, middle initial, and surname) <b>Philip A. Phillips</b>		2. DATE OF BIRTH <b>10/31/22</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>18 Aug 58</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (Use Standard Terminology) <b>RESIGNATION (STAFF AGENT)</b>		6. EFFECTIVE DATE <b>15 Aug 58</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USC 6031</b>	
FROM <b>Ops Officer (PP) 8127</b>		TO		
<b>GS-0136.31-14 \$11,835.00 p/a</b>  <b>DDP/NEA</b> <b>Project Annex</b> <b>Egypt &amp; Arab States Branch</b> <b>Project PECTATE</b>		8. POSITION TITLE  9. SERVICE SERVICE GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS  12. FIELD OR DEPT.		
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD:DP		
15. SEX <b>M</b>	16. APPROPRIATION FROM: <b>9-3381-91-216</b> TO:	17. SUBJECT TO C. S. RETIREMENT ACT <b>YES</b>	18. DATE OF APPOINTMENT AS AGENT'S INCLUSIONARY DATE	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
20. REMARKS:  Subj debriefed by Security (Prague) Subj debriefed by Finance (Shipley) Subj debriefed by Personnel (Kreinholder)  <div style="text-align: right;"> <b>POSTED ON</b>  <b>15 Aug 58</b> </div>				
ENTRANCE PERFORMANCE RATINGS:  <div style="text-align: right;"> <b>FOR DIRECTOR OF PERSONNEL</b>   <i>Joseph L. Regan</i>          21. SIGNATURE OR OTHER AUTHENTICATION       </div>				

**SECRET**

1. ~~REPRODUCTION~~ COPY  
*File*

SECRET

WHEN FILLED IN

NOTIFICATION OF PERSONNEL ACTION

1. NAME (Last - first - middle - one given name - initials - and surname) <i>David P. Phillips</i>		2. DATE OF BIRTH 31 Oct 1922	3. JOURNAL OR ACTION NO.	4. DATE 16 Aug 57
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) REASSIGNMENT (CORRECTION) * STAFF ASSET		6. EFFECTIVE DATE 30 Apr 1957	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USC 4031	
FROM Ops. Off (PP) BAF-126  GS-0136.31-14 \$10,535.00 p/a  DDP/VII Branch III Havana Cuba Station  Havana, Cuba		8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	TO Ops. Officer (PP) PSP-8127  GS-0136.31-14 \$10,535.00 p/a  DDP/SEA Project Annex Egypt and Arab States Branch Project FECTATE  [Redacted]	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> RED. <input type="checkbox"/>		
15. SEX M		16. APPROPRIATION FROM 6-3545-55-055 TO: 7-3361-01-216		SD:DP
17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes		18. DATE OF APPOINTMENT APPROXIMATE (MONTH-YEAR)		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
20. REMARKS:  *Subject arrived PCS [Redacted] 30 Apr 57. Project FECTATE was approved 15 Mar 57  <div style="text-align: right;">FOR DIRECTOR OF PERSONNEL <i>Louis W. Armstrong</i></div>				
ENTRANCE PERFORMANCE RATING:				
21. SIGNATURE OR OTHER AUTHENTICATION				

POSTED ON  
OF-40  
[Signature]

SECRET

1. ~~REPRODUCTION~~ COPY

76



SECRET  
(WHEN FILLED IN)

# NOTIFICATION OF PERSONNEL ACTION

1. NAME (OR MISS-MS -OR GIVEN NAME INITIALS AND SURNAME) <i>Donald P. [illegible]</i>		2. DATE OF BIRTH 31 Oct 1922	3. JOURNAL OR ACTION NO.	4. DATE 11 July 1957
This is to advise you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) REASSIGNMENT (STAFF AGENT)		6. EFFECTIVE DATE 18 June 57	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 4031	
FROM Ops Off (PP) BAF-125 SS-0136.31-14 \$10,535.00 p/a DDP/WH BRANCH III Havana Cuba Station Havana, Cuba		8. POSITION TITLE Ops Officer (PP) BEP-8127 9. SERVICE SERIES, GRADE, SALARY CS-0136.31-14 \$10,535.00 p/a 10. ORGANIZATIONAL DESIGNATIONS DDP/NEA Project Annex Egypt and Arab States Branch Project PEEFATE 11. HEADQUARTERS [Redacted]	TO Ops Officer (PP) BEP-8127 CS-0136.31-14 \$10,535.00 p/a DDP/NEA Project Annex Egypt and Arab States Branch Project PEEFATE [Redacted]	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5 PT <input type="checkbox"/> 10-POINT <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD:DP		
15. SEX M	16. APPROPRIATION FROM: 6-3546-56-055 TO: 7-3381-91-215	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
20. REMARKS: <div style="text-align: right;">POSTED ON OF-49 <i>[Signature]</i></div>				
ENTRANCE PERFORMANCE RATING:				
FOR DIRECTOR OF PERSONNEL <i>Louis W. Armstrong</i> 21. SIGNATURE OR OTHER AUTHENTICATION				

SECRET

1. ~~RECEIVED~~ COPY

*File*

1. Payroll change data (a) Name of employee: <u>David Thompson</u> (b) Grade and salary: <u>GS-14 \$10,320.00</u>		2. Pay: _____ 3. Sick pay: _____ 4. Slip pay: _____	
---	--	---	--

DATE	BASE PAY	OVERTIME	GROSS PAY	RET.	FEDERAL TAX	BOND	F. I. C. A.	STATE TAX	GROUP LIFE INS.	NET PAY
10/25/56	10,320.00									
11/1/56										
11/8/56										
11/15/56										
11/22/56										
11/29/56										
12/6/56										
12/13/56										
12/20/56										
12/27/56										
1/3/57										

POSTED ON  
 DE-40  
 11/1/56

11. Appropriation(s): _____	12. Prepared by: <u>dkk 1 Aug 56</u>
13. Audited by: _____	

14. Payroll change data (a) Name of employee: _____ (b) Grade and salary: _____			
15. Date last equivalent increase: <u>1 APR 55</u>	16. Old salary rate: <u>\$10,320.00</u>	17. New salary rate: <u>\$10,535.00</u>	18. Signature of employee or supervisor: _____ SERVICE AND CONDUCT: _____ ATT: HAN-56-1052

19. LWOP data (fill in appropriate spaces covering LWOP following periods): (a) _____ (b) _____ (c) _____ (d) _____	20. Signature of employee or supervisor: _____ (Signature or other authentication)
--	---

21. LWOP data (fill in appropriate spaces covering LWOP following periods): (a) _____ (b) _____ (c) _____ (d) _____	22. Signature of employee or supervisor: _____ (Signature or other authentication)
--	---

23. LWOP data (fill in appropriate spaces covering LWOP following periods):  
 (a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_ (d) \_\_\_\_\_

24. Signature of employee or supervisor: \_\_\_\_\_  
 (Signature or other authentication)

[illegible]

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

17-

1. NAME (LAST, FIRST, MIDDLE, AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. David A. Phillips		21 Oct 1922		7 Feb 1956
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Resignation*		6 Feb 1956		
FROM		TO		
Ops Officer BW-229 OS-0136.31-14 \$10,320.00 per annum DDP/PP Operations Staff Information Coordination Division Office of the Chief  Washington, D. C.		8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS  12. FIELD OR DEPT'L		
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE WWII OTHER S-PT. 10 POINT <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		NEW VICE I. A. REAL <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
15. SEX M		16. APPROPRIATION FROM: 6-2105-20 TO:		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes
		18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Texas
20. REMARKS.  <div style="text-align: right;">10 FEB 1956 22/2</div> *to seek other employment.  Statement of accrued annual leave to your credit will be forwarded with your final salary check.  57,---,---,---,---  ENTRANCE PERFORMANCE RATING: Director of Personnel U. S. GOVERNMENT PRINTING OFFICE: 1955 - 352009				

4. PERSONNEL FOLDER COPY

STANDARD FORM 50-16 PART  
REV. APRIL 1955  
PROMULGATED BY:  
U. S. CIVIL SERVICE COMMISSION  
CHAPTER 1, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION dah

1. NAME (MR.-MISS.-MRS.-ONE SIXTH NAME, INITIALS, AND SURNAME) <b>Mr. David A. Phillips</b>		2. DATE OF BIRTH <b>31 Oct 1922</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>4 October 1955</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Reassignment (Correction)</b>		6. EFFECTIVE DATE <b>14 Aug 1955</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 j</b>	
FROM		TO		
Paramilitary Off. Bd-156  GS-0136.11-14 \$10,320.00 Per Annum  Office of the Chief		8. POSITION TITLE  9. SERVICE SERIES GRADE SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	Ops Officer <b>5d-229</b>  GS-0136.31-14 \$10,320.00 Per Annum  DDF/FP Operations Staff Information Coordination Division Office of the Chief  Washington, D.C.	
<input type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPT.	<input type="checkbox"/> FIELD	<input checked="" type="checkbox"/> DEPARTMENTAL
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> 5-YEAR <input type="checkbox"/> 10-YEAR <input type="checkbox"/> 15-YEAR <input type="checkbox"/> 20-YEAR <input checked="" type="checkbox"/> 25-YEAR <input type="checkbox"/> 30-YEAR <input type="checkbox"/> 35-YEAR <input type="checkbox"/> 40-YEAR <input type="checkbox"/> 45-YEAR <input type="checkbox"/> 50-YEAR <input type="checkbox"/> 55-YEAR <input type="checkbox"/> 60-YEAR <input type="checkbox"/> 65-YEAR <input type="checkbox"/> 70-YEAR <input type="checkbox"/> 75-YEAR <input type="checkbox"/> 80-YEAR <input type="checkbox"/> 85-YEAR <input type="checkbox"/> 90-YEAR <input type="checkbox"/> 95-YEAR <input type="checkbox"/> 100-YEAR <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION S <input type="checkbox"/> A <input type="checkbox"/> G <input type="checkbox"/> H <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> L <input type="checkbox"/> M <input type="checkbox"/> N <input type="checkbox"/> O <input type="checkbox"/> P <input type="checkbox"/> Q <input type="checkbox"/> R <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> U <input type="checkbox"/> V <input type="checkbox"/> W <input type="checkbox"/> X <input type="checkbox"/> Y <input type="checkbox"/> Z <input type="checkbox"/> AA <input type="checkbox"/> AB <input type="checkbox"/> AC <input type="checkbox"/> AD <input type="checkbox"/> AE <input type="checkbox"/> AF <input type="checkbox"/> AG <input type="checkbox"/> AH <input type="checkbox"/> AI <input type="checkbox"/> AJ <input type="checkbox"/> AK <input type="checkbox"/> AL <input type="checkbox"/> AM <input type="checkbox"/> AN <input type="checkbox"/> AO <input type="checkbox"/> AP <input type="checkbox"/> AQ <input type="checkbox"/> AR <input type="checkbox"/> AS <input type="checkbox"/> AT <input type="checkbox"/> AU <input type="checkbox"/> AV <input type="checkbox"/> AW <input type="checkbox"/> AX <input type="checkbox"/> AY <input type="checkbox"/> AZ <input type="checkbox"/> BA <input type="checkbox"/> BB <input type="checkbox"/> BC <input type="checkbox"/> BD <input type="checkbox"/> BE <input type="checkbox"/> BF <input type="checkbox"/> BG <input type="checkbox"/> BH <input type="checkbox"/> BI <input type="checkbox"/> BJ <input type="checkbox"/> BK <input type="checkbox"/> BL <input type="checkbox"/> BM <input type="checkbox"/> BN <input type="checkbox"/> BO <input type="checkbox"/> BP <input type="checkbox"/> BQ <input type="checkbox"/> BR <input type="checkbox"/> BS <input type="checkbox"/> BT <input type="checkbox"/> BU <input type="checkbox"/> BV <input type="checkbox"/> BW <input type="checkbox"/> BX <input type="checkbox"/> BY <input type="checkbox"/> BZ <input type="checkbox"/> CA <input type="checkbox"/> CB <input type="checkbox"/> CC <input type="checkbox"/> CD <input type="checkbox"/> CE <input type="checkbox"/> CF <input type="checkbox"/> CG <input type="checkbox"/> CH <input type="checkbox"/> CI <input type="checkbox"/> CJ <input type="checkbox"/> CK <input type="checkbox"/> CL <input type="checkbox"/> CM <input type="checkbox"/> CN <input type="checkbox"/> CO <input type="checkbox"/> CP <input type="checkbox"/> CQ <input type="checkbox"/> CR <input type="checkbox"/> CS <input type="checkbox"/> CT <input type="checkbox"/> CU <input type="checkbox"/> CV <input type="checkbox"/> CW <input type="checkbox"/> CX <input type="checkbox"/> CY <input type="checkbox"/> CZ <input type="checkbox"/> DA <input type="checkbox"/> DB <input type="checkbox"/> DC <input type="checkbox"/> DD <input type="checkbox"/> DE <input type="checkbox"/> DF <input type="checkbox"/> DG <input type="checkbox"/> DH <input type="checkbox"/> DI <input type="checkbox"/> DJ <input type="checkbox"/> DK <input type="checkbox"/> DL <input type="checkbox"/> DM <input type="checkbox"/> DN <input type="checkbox"/> DO <input type="checkbox"/> DP <input type="checkbox"/> DQ <input type="checkbox"/> DR <input type="checkbox"/> DS <input type="checkbox"/> DT <input type="checkbox"/> DU <input type="checkbox"/> DV <input type="checkbox"/> DW <input type="checkbox"/> DX <input type="checkbox"/> DY <input type="checkbox"/> DZ <input type="checkbox"/> EA <input type="checkbox"/> EB <input type="checkbox"/> EC <input type="checkbox"/> ED <input type="checkbox"/> EE <input type="checkbox"/> EF <input type="checkbox"/> EG <input type="checkbox"/> EH <input type="checkbox"/> EI <input type="checkbox"/> EJ <input type="checkbox"/> EK <input type="checkbox"/> EL <input type="checkbox"/> EM <input type="checkbox"/> EN <input type="checkbox"/> EO <input type="checkbox"/> EP <input type="checkbox"/> EQ <input type="checkbox"/> ER <input type="checkbox"/> ES <input type="checkbox"/> ET <input type="checkbox"/> EU <input type="checkbox"/> EV <input type="checkbox"/> EW <input type="checkbox"/> EX <input type="checkbox"/> EY <input type="checkbox"/> EZ <input type="checkbox"/> FA <input type="checkbox"/> FB <input type="checkbox"/> FC <input type="checkbox"/> FD <input type="checkbox"/> FE <input type="checkbox"/> FF <input type="checkbox"/> FG <input type="checkbox"/> FH <input type="checkbox"/> FI <input type="checkbox"/> FJ <input type="checkbox"/> FK <input type="checkbox"/> FL <input type="checkbox"/> FM <input type="checkbox"/> FN <input type="checkbox"/> FO <input type="checkbox"/> FP <input type="checkbox"/> FQ <input type="checkbox"/> FR <input type="checkbox"/> FS <input type="checkbox"/> FT <input type="checkbox"/> FU <input type="checkbox"/> FV <input type="checkbox"/> FW <input type="checkbox"/> FX <input type="checkbox"/> FY <input type="checkbox"/> FZ <input type="checkbox"/> GA <input type="checkbox"/> GB <input type="checkbox"/> GC <input type="checkbox"/> GD <input type="checkbox"/> GE <input type="checkbox"/> GF <input type="checkbox"/> GG <input type="checkbox"/> GH <input type="checkbox"/> GI <input type="checkbox"/> GJ <input type="checkbox"/> GK <input type="checkbox"/> GL <input type="checkbox"/> GM <input type="checkbox"/> GN <input type="checkbox"/> GO <input type="checkbox"/> GP <input type="checkbox"/> GQ <input type="checkbox"/> GR <input type="checkbox"/> GS <input type="checkbox"/> GT <input type="checkbox"/> GU <input type="checkbox"/> GV <input type="checkbox"/> GW <input type="checkbox"/> GX <input type="checkbox"/> GY <input type="checkbox"/> GZ <input type="checkbox"/> HA <input type="checkbox"/> HB <input type="checkbox"/> HC <input type="checkbox"/> HD <input type="checkbox"/> HE <input type="checkbox"/> HF <input type="checkbox"/> HG <input type="checkbox"/> HH <input type="checkbox"/> HI <input type="checkbox"/> HJ <input type="checkbox"/> HK <input type="checkbox"/> HL <input type="checkbox"/> HM <input type="checkbox"/> HN <input type="checkbox"/> HO <input type="checkbox"/> HP <input type="checkbox"/> HQ <input type="checkbox"/> HR <input type="checkbox"/> HS <input type="checkbox"/> HT <input type="checkbox"/> HU <input type="checkbox"/> HV <input type="checkbox"/> HW <input type="checkbox"/> HX <input type="checkbox"/> HY <input type="checkbox"/> HZ <input type="checkbox"/> IA <input type="checkbox"/> IB <input type="checkbox"/> IC <input type="checkbox"/> ID <input type="checkbox"/> IE <input type="checkbox"/> IF <input type="checkbox"/> IG <input type="checkbox"/> IH <input type="checkbox"/> II <input type="checkbox"/> IJ <input type="checkbox"/> IK <input type="checkbox"/> IL <input type="checkbox"/> IM <input type="checkbox"/> IN <input type="checkbox"/> IO <input type="checkbox"/> IP <input type="checkbox"/> IQ <input type="checkbox"/> IR <input type="checkbox"/> IS <input type="checkbox"/> IT <input type="checkbox"/> IU <input type="checkbox"/> IV <input type="checkbox"/> IW <input type="checkbox"/> IX <input type="checkbox"/> IY <input type="checkbox"/> IZ <input type="checkbox"/> JA <input type="checkbox"/> JB <input type="checkbox"/> JC <input type="checkbox"/> JD <input type="checkbox"/> JE <input type="checkbox"/> JF <input type="checkbox"/> JG <input type="checkbox"/> JH <input type="checkbox"/> JI <input type="checkbox"/> JJ <input type="checkbox"/> JK <input type="checkbox"/> JL <input type="checkbox"/> JM <input type="checkbox"/> JN <input type="checkbox"/> JO <input type="checkbox"/> JP <input type="checkbox"/> JQ <input type="checkbox"/> JR <input type="checkbox"/> JS <input type="checkbox"/> JT <input type="checkbox"/> JU <input type="checkbox"/> JV <input type="checkbox"/> JW <input type="checkbox"/> JX <input type="checkbox"/> JY <input type="checkbox"/> JZ <input type="checkbox"/> KA <input type="checkbox"/> KB <input type="checkbox"/> KC <input type="checkbox"/> KD <input type="checkbox"/> KE <input type="checkbox"/> KF <input type="checkbox"/> KG <input type="checkbox"/> KH <input type="checkbox"/> KI <input type="checkbox"/> KJ <input type="checkbox"/> KK <input type="checkbox"/> KL <input type="checkbox"/> KM <input type="checkbox"/> KN <input type="checkbox"/> KO <input type="checkbox"/> KP <input type="checkbox"/> KQ <input type="checkbox"/> KR <input type="checkbox"/> KS <input type="checkbox"/> KT <input type="checkbox"/> KU <input type="checkbox"/> KV <input type="checkbox"/> KW <input type="checkbox"/> KX <input type="checkbox"/> KY <input type="checkbox"/> KZ <input type="checkbox"/> LA <input type="checkbox"/> LB <input type="checkbox"/> LC <input type="checkbox"/> LD <input type="checkbox"/> LE <input type="checkbox"/> LF <input type="checkbox"/> LG <input type="checkbox"/> LH <input type="checkbox"/> LI <input type="checkbox"/> LJ <input type="checkbox"/> LK <input type="checkbox"/> LL <input type="checkbox"/> LM <input type="checkbox"/> LN <input type="checkbox"/> LO <input type="checkbox"/> LP <input type="checkbox"/> LQ <input type="checkbox"/> LR <input type="checkbox"/> LS <input type="checkbox"/> LT <input type="checkbox"/> LU <input type="checkbox"/> LV <input type="checkbox"/> LW <input type="checkbox"/> LX <input type="checkbox"/> LY <input type="checkbox"/> LZ <input type="checkbox"/> MA <input type="checkbox"/> MB <input type="checkbox"/> MC <input type="checkbox"/> MD <input type="checkbox"/> ME <input type="checkbox"/> MF <input type="checkbox"/> MG <input type="checkbox"/> MH <input type="checkbox"/> MI <input type="checkbox"/> MJ <input type="checkbox"/> MK <input type="checkbox"/> ML <input type="checkbox"/> MM <input type="checkbox"/> MN <input type="checkbox"/> MO <input type="checkbox"/> MP <input type="checkbox"/> MQ <input type="checkbox"/> MR <input type="checkbox"/> MS <input type="checkbox"/> MT <input type="checkbox"/> MU <input type="checkbox"/> MV <input type="checkbox"/> MW <input type="checkbox"/> MX <input type="checkbox"/> MY <input type="checkbox"/> MZ <input type="checkbox"/> NA <input type="checkbox"/> NB <input type="checkbox"/> NC <input type="checkbox"/> ND <input type="checkbox"/> NE <input type="checkbox"/> NF <input type="checkbox"/> NG <input type="checkbox"/> NH <input type="checkbox"/> NI <input type="checkbox"/> NJ <input type="checkbox"/> NK <input type="checkbox"/> NL <input type="checkbox"/> NM <input type="checkbox"/> NN <input type="checkbox"/> NO <input type="checkbox"/> NP <input type="checkbox"/> NQ <input type="checkbox"/> NR <input type="checkbox"/> NS <input type="checkbox"/> NT <input type="checkbox"/> NU <input type="checkbox"/> NV <input type="checkbox"/> NW <input type="checkbox"/> NX <input type="checkbox"/> NY <input type="checkbox"/> NZ <input type="checkbox"/> OA <input type="checkbox"/> OB <input type="checkbox"/> OC <input type="checkbox"/> OD <input type="checkbox"/> OE <input type="checkbox"/> OF <input type="checkbox"/> OG <input type="checkbox"/> OH <input type="checkbox"/> OI <input type="checkbox"/> OJ <input type="checkbox"/> OK <input type="checkbox"/> OL <input type="checkbox"/> OM <input type="checkbox"/> ON <input type="checkbox"/> OO <input type="checkbox"/> OP <input type="checkbox"/> OQ <input type="checkbox"/> OR <input type="checkbox"/> OS <input type="checkbox"/> OT <input type="checkbox"/> OU <input type="checkbox"/> OV <input type="checkbox"/> OW <input type="checkbox"/> OX <input type="checkbox"/> OY <input type="checkbox"/> OZ <input type="checkbox"/> PA <input type="checkbox"/> PB <input type="checkbox"/> PC <input type="checkbox"/> PD <input type="checkbox"/> PE <input type="checkbox"/> PF <input type="checkbox"/> PG <input type="checkbox"/> PH <input type="checkbox"/> PI <input type="checkbox"/> PJ <input type="checkbox"/> PK <input type="checkbox"/> PL <input type="checkbox"/> PM <input type="checkbox"/> PN <input type="checkbox"/> PO <input type="checkbox"/> PP <input type="checkbox"/> PQ <input type="checkbox"/> PR <input type="checkbox"/> PS <input type="checkbox"/> PT <input type="checkbox"/> PU <input type="checkbox"/> PV <input type="checkbox"/> PW <input type="checkbox"/> PX <input type="checkbox"/> PY <input type="checkbox"/> PZ <input type="checkbox"/> QA <input type="checkbox"/> QB <input type="checkbox"/> QC <input type="checkbox"/> QD <input type="checkbox"/> QE <input type="checkbox"/> QF <input type="checkbox"/> QG <input type="checkbox"/> QH <input type="checkbox"/> QI <input type="checkbox"/> QJ <input type="checkbox"/> QK <input type="checkbox"/> QL <input type="checkbox"/> QM <input type="checkbox"/> QN <input type="checkbox"/> QO <input type="checkbox"/> QP <input type="checkbox"/> QQ <input type="checkbox"/> QR <input type="checkbox"/> QS <input type="checkbox"/> QT <input type="checkbox"/> QU <input type="checkbox"/> QV <input type="checkbox"/> QW <input type="checkbox"/> QX <input type="checkbox"/> QY <input type="checkbox"/> QZ <input type="checkbox"/> RA <input type="checkbox"/> RB <input type="checkbox"/> RC <input type="checkbox"/> RD <input type="checkbox"/> RE <input type="checkbox"/> RF <input type="checkbox"/> RG <input type="checkbox"/> RH <input type="checkbox"/> RI <input type="checkbox"/> RJ <input type="checkbox"/> RK <input type="checkbox"/> RL <input type="checkbox"/> RM <input type="checkbox"/> RN <input type="checkbox"/> RO <input type="checkbox"/> RP <input type="checkbox"/> RQ <input type="checkbox"/> RR <input type="checkbox"/> RS <input type="checkbox"/> RT <input type="checkbox"/> RU <input type="checkbox"/> RV <input type="checkbox"/> RW <input type="checkbox"/> RX <input type="checkbox"/> RY <input type="checkbox"/> RZ <input type="checkbox"/> SA <input type="checkbox"/> SB <input type="checkbox"/> SC <input type="checkbox"/> SD <input type="checkbox"/> SE <input type="checkbox"/> SF <input type="checkbox"/> SG <input type="checkbox"/> SH <input type="checkbox"/> SI <input type="checkbox"/> SJ <input type="checkbox"/> SK <input type="checkbox"/> SL <input type="checkbox"/> SM <input type="checkbox"/> SN <input type="checkbox"/> SO <input type="checkbox"/> SP <input type="checkbox"/> SQ <input type="checkbox"/> SR <input type="checkbox"/> SS <input type="checkbox"/> ST <input type="checkbox"/> SU <input type="checkbox"/> SV <input type="checkbox"/> SW <input type="checkbox"/> SX <input type="checkbox"/> SY <input type="checkbox"/> SZ <input type="checkbox"/> TA <input type="checkbox"/> TB <input type="checkbox"/> TC <input type="checkbox"/> TD <input type="checkbox"/> TE <input type="checkbox"/> TF <input type="checkbox"/> TG <input type="checkbox"/> TH <input type="checkbox"/> TI <input type="checkbox"/> TJ <input type="checkbox"/> TK <input type="checkbox"/> TL <input type="checkbox"/> TM <input type="checkbox"/> TN <input type="checkbox"/> TO <input type="checkbox"/> TP <input type="checkbox"/> TQ <input type="checkbox"/> TR <input type="checkbox"/> TS <input type="checkbox"/> TU <input type="checkbox"/> TV <input type="checkbox"/> TW <input type="checkbox"/> TX <input type="checkbox"/> TY <input type="checkbox"/> TZ <input type="checkbox"/> UA <input type="checkbox"/> UB <input type="checkbox"/> UC <input type="checkbox"/> UD <input type="checkbox"/> UE <input type="checkbox"/> UF <input type="checkbox"/> UG <input type="checkbox"/> UH <input type="checkbox"/> UI <input type="checkbox"/> UJ <input type="checkbox"/> UK <input type="checkbox"/> UL <input type="checkbox"/> UM <input type="checkbox"/> UN <input type="checkbox"/> UO <input type="checkbox"/> UP <input type="checkbox"/> UQ <input type="checkbox"/> UR <input type="checkbox"/> US <input type="checkbox"/> UT <input type="checkbox"/> UY <input type="checkbox"/> UZ <input type="checkbox"/> VA <input type="checkbox"/> VB <input type="checkbox"/> VC <input type="checkbox"/> VD <input type="checkbox"/> VE <input type="checkbox"/> VF <input type="checkbox"/> VG <input type="checkbox"/> VH <input type="checkbox"/> VI <input type="checkbox"/> VJ <input type="checkbox"/> VK <input type="checkbox"/> VL <input type="checkbox"/> VM <input type="checkbox"/> VN <input type="checkbox"/> VO <input type="checkbox"/> VP <input type="checkbox"/> VQ <input type="checkbox"/> VR <input type="checkbox"/> VS <input type="checkbox"/> VT <input type="checkbox"/> VU <input type="checkbox"/> VV <input type="checkbox"/> VW <input type="checkbox"/> VX <input type="checkbox"/> VY <input type="checkbox"/> VZ <input type="checkbox"/> WA <input type="checkbox"/> WB <input type="checkbox"/> WC <input type="checkbox"/> WD <input type="checkbox"/> WE <input type="checkbox"/> WF <input type="checkbox"/> WG <input type="checkbox"/> WH <input type="checkbox"/> WI <input type="checkbox"/> WJ <input type="checkbox"/> WK <input type="checkbox"/> WL <input type="checkbox"/> WM <input type="checkbox"/> WN <input type="checkbox"/> WO <input type="checkbox"/> WP <input type="checkbox"/> WQ <input type="checkbox"/> WR <input type="checkbox"/> WS <input type="checkbox"/> WT <input type="checkbox"/> WY <input type="checkbox"/> WZ <input type="checkbox"/> XA <input type="checkbox"/> XB <input type="checkbox"/> XC <input type="checkbox"/> XD <input type="checkbox"/> XE <input type="checkbox"/> XF <input type="checkbox"/> XG <input type="checkbox"/> XH <input type="checkbox"/> XI <input type="checkbox"/> XJ <input type="checkbox"/> XK <input type="checkbox"/> XL <input type="checkbox"/> XM <input type="checkbox"/> XN <input type="checkbox"/> XO <input type="checkbox"/> XP <input type="checkbox"/> XQ <input type="checkbox"/> XR <input type="checkbox"/> XS <input type="checkbox"/> XT <input type="checkbox"/> XU <input type="checkbox"/> XV <input type="checkbox"/> XW <input type="checkbox"/> XX <input type="checkbox"/> XY <input type="checkbox"/> XZ <input type="checkbox"/> YA <input type="checkbox"/> YB <input type="checkbox"/> YC <input type="checkbox"/> YD <input type="checkbox"/> YE <input type="checkbox"/> YF <input type="checkbox"/> YG <input type="checkbox"/> YH <input type="checkbox"/> YI <input type="checkbox"/> YJ <input type="checkbox"/> YK <input type="checkbox"/> YL <input type="checkbox"/> YM <input type="checkbox"/> YN <input type="checkbox"/> YO <input type="checkbox"/> YP <input type="checkbox"/> YQ <input type="checkbox"/> YR <input type="checkbox"/> YS <input type="checkbox"/> YT <input type="checkbox"/> YU <input type="checkbox"/> YV <input type="checkbox"/> YW <input type="checkbox"/> YX <input type="checkbox"/> YY <input type="checkbox"/> YZ <input type="checkbox"/> ZA <input type="checkbox"/> ZB <input type="checkbox"/> ZC <input type="checkbox"/> ZD <input type="checkbox"/> ZE <input type="checkbox"/> ZF <input type="checkbox"/> ZG <input type="checkbox"/> ZH <input type="checkbox"/> ZI <input type="checkbox"/> ZJ <input type="checkbox"/> ZK <input type="checkbox"/> ZL <input type="checkbox"/> ZM <input type="checkbox"/> ZN <input type="checkbox"/> ZO <input type="checkbox"/> ZP <input type="checkbox"/> ZQ <input type="checkbox"/> ZR <input type="checkbox"/> ZS <input type="checkbox"/> ZT <input type="checkbox"/> ZU <input type="checkbox"/> ZV <input type="checkbox"/> ZW <input type="checkbox"/> ZX <input type="checkbox"/> ZY <input type="checkbox"/> ZZ		
15. DATE OF APPOINTMENT FROM: <b>6-2101-20</b> TO: <b>6-2105-20</b>		16. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <b>Yes</b>		17. DATE OF APPOINTMENT MENT AFFIDAVITS ACCESS: BY ONLY
18. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PRO-AD STATE:		19. This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.		
<p>* This Action Corrects Item No. 17 on the "to" Side of Notification dated 4 August 1955, to show the correct Allotment Number, Previously shown as 6-2101-20</p> <p>10/11/55</p>				
<p>ENTRANCE PERFORMANCE RATING:</p> <p>4. PERSONNEL FOLDER COPY</p>				

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS.-MRS.-OR) GIVEN NAME, INITIALS, AND SURNAME		2. DATE OF BIRTH	3. JOURNAL ACTION NO.	4. DATE
MR. DAVID A. MILLIPS		31 Oct 1922		4 Aug 1955
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Reassignment		14 Aug 1955	50 U.S.C. 1033	
FROM		TO		
Paramilitary Off. D-156		Ops Officer D-229		
US-0136.11-14 \$10,320.00 per annum		US-0136.31-14 \$10,320.00 per annum		
DDP/PP Operations Staff Office of the Chief		DDP/PP Operations Staff Information Coordination Div. Office of the Chief		
11. HEADQUARTERS		Washington D. C.		
12. FIELD OR DEPT'L		12. FIELD OR DEPT'L		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
15. SEX		16. DATE OF APPOINTMENT		
17. APPROPRIATION		18. SUBJECT TO C & E		
19. STATE		20. LEGAL RESIDENCE		
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.				
Director of Personnel				
ENTRANCE PERFORMANCE RATING				
HISTORICAL				
4. PERSONNEL FOLDER COPY				

7/8 8/11/55

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION PC 26 April 1955  
SR 6032 eep

1. NAME (MR., MISS, MRS., OR GIVEN NAME, INITIALS, AND SURNAME) <b>Mr. David A. Phillips</b>		2. DATE OF BIRTH <b>31 October 1922</b>	3. JOURNAL OR ACTION NO. <b>SR 6032</b>	4. DATE <b>1 April 1955</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Excepted Appointment</b>		6. EFFECTIVE DATE <b>1 April 1955</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 j</b>	
FROM		TO		
8. POSITION TITLE <b>Paramilitary Off. PM BW-156-14</b>		9. SERVICE, SERIES, GRADE, SALARY <b>GS-0136.11-14 \$9,000.00 P/a</b>		
10. ORGANIZATIONAL DESIGNATIONS <b>DDP/P&amp;P Operations Staff Office of the Chief</b>		11. HEADQUARTERS <b>Washington, D. C.</b>		
12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		13. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		
14. VETERAN'S PREFERENCE None <input type="checkbox"/> 10-POINT <input checked="" type="checkbox"/> 5-POINT <input type="checkbox"/> OTHER <input type="checkbox"/>		15. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> P.A. <input type="checkbox"/> REPL. <input type="checkbox"/>		
16. DATE OF APPOINTMENT <b>28 April 1955</b>		17. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVEN <b>State Texas</b>		
18. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements. <b>Subject to a satisfactory physical examination.</b>				
19. RC 06 DOC 04-01-55 CSEED 04-01-55 LSD 04-01-55				
20. ENTRANCE PERFORMANCE RATING: <b>3.0</b>				
21. Director of Personnel				

4. PERSONNEL FOLDER COPY

U.S. GOVERNMENT PRINTING OFFICE: 1955-218756  
5/2/55

14-00000

**SECRET**

12 May 1966

MEMORANDUM FOR: Chief, Contract Personnel Division

ATTENTION :

[REDACTED]

SUBJECT :

Verification of Contract Service  
PHILLIPS, David A.

In order to establish the salary, LCD and to compute the SCD for both leave and retirement purposes, it is necessary to verify the contract service and salary of David A. PHILLIPS, DOB 31 October 1922, who claims employment with this Agency in a contract status from 27 March 1952 to 1 April 1955 and from 19 August 1958 to 13 March 1960.

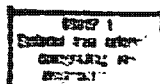
Signed

[REDACTED]  
Deputy Chief, Transactions & Records Branch

Distribution:

- 0 & 1 - Addressee
- 1 - CPF - PHILLIPS
- 1 - TRB - Chrono

**SECRET**



4 February 1971

David A. Phillips

30 June 1966

4 March 1954

31 March 1955

WH/Personnel



30 June 1966

MEMORANDUM FOR : Chief, TRB

SUBJECT : Record of Contract Service for  
David A. Phillips

1. Per your request we are forwarding record of Subject's contract service:

<u>Date</u>	<u>Action</u>
4 March 1954	Hired as Contract Employee
31 July 1954	Terminated
1 August 1954	Hired as Contract Employee
31 March 1955	Terminated
19 August 1953	Hired as Contract Agent
13 March 1950	Terminated

2. Subject was employed on a full time basis with leave benefits from 4 March 1954 through 31 March 1955. Accordingly, this entire period is "creditable" for establishing his annual leave category. However, the period from 19 August 1953 through 13 March 1950, as an independent contractor, is not creditable for this purpose. Only the period from 4 March 1954 through 31 December 1954 is "creditable for Civil Service Retirement, since Contract Employee's were mandatorily covered by Social Security as of 1 January 1955. 1951-1953 Contract Agent time is not creditable

3. Attached is OF record of Agency service with salary breakdown.

Rogers C. Brooks  
Acting Chief, Contract Personnel Division

Distribution:

Orig - Addressee  
2 - CPD

ATTN: Chief, Contract Personnel Division

16 June 1966

Compensation and Tax Division  
Office of Finance

Agency Service of David Atlee PHILLIPS

The records of the Office of Finance show the following Agency service for Subject:

**Contract Agents:**

EOD 1 February 1951 @ \$600.00 P/M  
Term 28 February 1951 @ \$600.00 P/M

EOD 25 January 1952 @ \$600.00 P/A  
Term 31 August 1953 @ \$600.00 P/A

EOD 4 March 1954 @ \$7200.00 P/A  
Pay Inc. 1 August 1954 @ \$8360.00 P/A  
Term. 31 March 1955 @ \$8360.00 P/A

**Staff Employees:**

Ex. Appt. 1 April 1955 @ \$9600.00 P/A  
Res. 6 February 1956 @ \$10,320.00 P/A

**Staff Agent:**

Ex. Appt. 7 February 1956 @ \$10,320.00 P/A  
PSI 7 October 1956 @ \$10,535.00 P/A  
Pay Raise 12 January 1958 @ \$11,595.00 P/A  
PSI 6 April 1958 @ \$11,835.00 P/A  
Res. 13 August 1958 @ \$11,835.00 P/A

**Contract Agents:**

EOD 19 August 1958 @ \$7,200.00 P/A  
Term. 13 March 1960 @ \$7,200.00 P/A

**Staff Employees:**

Ex. Appt. 14 March 1960 @ \$11,835.00 P/A  
Subject has been a Staff Employee since 14 March 1960.

Chief

CLASSIFICATION	
<b>FITNESS REPORT</b>	
<b>SECTION A GENERAL INFORMATION</b>	
1. EMPLOYEE NUMBER <b>024345</b>	2. NAME (Last, first, middle) <b>Phillips, David A.</b>
3. DATE OF BIRTH & SEX <b>10/31/22 M</b>	4. GRADE & SD <b>GS-18 D</b>
5. OFFICIAL POSITION TITLE <b>Chief, WE Division</b>	6. OFF. DIV. OR OF ASSIGNMENT <b>DDO/WH/O-CH</b>
7. CURRENT STATION <b>Headquarters</b>	8. CODE (if any) <b>HQS. DP</b>
9. TYPE OF APPOINTMENT	
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE
<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec.)
<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> ANNUAL
10. TYPE OF REPORT	
<input checked="" type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> SPECIAL
11. REPORTING PERIOD (FROM-TO) <b>1 May 1973 - 31 March 1974</b>	
12. DATE REPORT DUE IN O.P. <b>30 April 1974</b>	
<b>SECTION B QUALIFICATIONS UPDATE</b>	
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.	
<b>SECTION C PERFORMANCE EVALUATION</b>	
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>	
<b>SPECIFIC DUTIES</b>	
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).	
<b>SPECIFIC DUTY NO. 1</b>	<b>RATING LETTER</b>
<b>Plans, organizes and implements the programs of the Operations Directorate in the Western Hemisphere area.</b>	<b>S</b>
<b>SPECIFIC DUTY NO. 2</b>	<b>RATING LETTER</b>
<b>Supervises approximately <input type="text"/> staff employees in Headquarters and <input type="text"/> in <input type="text"/> Stations and Bases abroad.</b>	<b>S</b>
<b>SPECIFIC DUTY NO. 3</b>	<b>RATING LETTER</b>
<b>Represents the Agency in contacts with senior representatives of liaison services.</b>	<b>O</b>
<b>SPECIFIC DUTY NO. 4</b>	<b>RATING LETTER</b>
<b>Represents the Directorate and/or the Agency in official contacts with other components of our government.</b>	<b>S</b>
<b>SPECIFIC DUTY NO. 5</b>	<b>RATING LETTER</b>
<b>Implements the EEO policy of the Agency.</b>	<b>S</b>
<b>SPECIFIC DUTY NO. 6</b>	<b>RATING LETTER</b>
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>	
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	
<b>RATING LETTER</b>	
<b>S</b>	

## CLASSIFICATION

SECTION D		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.</p> <p>This report covers Mr. Phillips' initial period as a Division Chief. It coincided with a period of unusually high stress and strain in the Western Hemisphere Division, particularly in relationships with the State Department and in the problems left over from our drastic measures designed to protect ourselves against a potential counterintelligence disaster. The most important fact to be recorded about Mr. Phillips' direction of his Division during this period is that he kept operations at the top of his priority list, and that as a result our operational achievements in the area during the past year have been on the whole better than in the year before.</p> <p>Mr. Phillips is developing into a very competent manager, and has handled well the problems involved in adjusting to decreasing manpower ceilings. He is prudent in the use of official funds. He is a good supervisor and is providing excellent leadership to his subordinates, who have responded with a clear improvement in morale during the period since Mr. Phillips assumed charge.</p> <p style="text-align: right;">(continued next page)</p>			
SECTION E		CERTIFICATION AND COMMENTS	
1. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
9			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
22 April 1974	Associate Deputy Director for Operations	David H. Blee	
2. BY EMPLOYEE			
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE	SIGNATURE OF EMPLOYEE	
HAVE ATTACHED	HAVE NOT ATTACHED	23 April 1974	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>Concur. An excellent operational leader who is learning rapidly the nuances of a Division Chief's job in Washington. He is an inspirational leader whose management techniques and abilities are still developing. All in all a first rate performance.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
11 June 1974	Deputy Director for Operations	William E. Nelson	
4. BY EMPLOYEE			
I CERTIFY THAT I HAVE BEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT	DATE	SIGNATURE OF EMPLOYEE	
	6/21/74	S. H. [Signature]	
CLASSIFICATION			
SECRET			

SECRET

Fitness Report - David A. Phillips

Section D., Continued:

The most dramatic challenge to the capabilities of the WH Division in the past year flowed from the overthrow of the Allende government in Chile. Overall, the intelligence reporting was timely and accurate, the adjustments to our political action programs skillfully made, and the responses to Congressional inquiry well handled.

It is as a senior operations officer that Mr. Phillips has had the greatest experience, and it is not surprising that he has made an excellent input into the improvement of operational matters throughout the many areas of this hemisphere for which he is responsible. He has also consistently handled the many and important senior liaison contacts which he has made during this year, both at Headquarters and during field visits, with great effectiveness.

CLASSIFICATION	
<b>FITNESS REPORT</b>	
<b>SECTION A GENERAL INFORMATION</b>	
1. EMPLOYEE NUMBER 024345	2. NAME (Last, first, middle) Phillips, David A.
3. DATE OF BIRTH 10/31/22	4. SEX M
5. GRADE GS-18	6. SD D
7. OFFICIAL POSITION TITLE Chief, WH Division	8. OFF/DIV/BR OF ASSIGNMENT DDO/WH/O-CH
9. CURRENT STATION Headquarters	10. CODE (if any) S HQR DP
11. TYPE OF APPOINTMENT	
C CAREER	RESERVE
CONTRACT	OTHER (Spec)
TEMPORARY	ANNUAL
REASSIGNMENT	SPECIAL
12. TYPE OF REPORT	
13. REPORTING PERIOD (from-to) 1 May 1973 - 31 March 1974	
14. DATE REPORT DUE IN O.P. 30 April 1974	
<b>SECTION B QUALIFICATIONS UPDATE</b>	
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.	
<b>SECTION C PERFORMANCE EVALUATION</b>	
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>	
<b>SPECIFIC DUTIES</b>	
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).	
<b>SPECIFIC DUTY NO. 1</b>	<b>RATING LETTER</b>
Plans, organizes and implements the programs of the Operations Directorate in the Western Hemisphere area.	S
<b>SPECIFIC DUTY NO. 2</b>	<b>RATING LETTER</b>
Supervises approximately <input type="checkbox"/> staff employees in Headquarters and <input type="checkbox"/> in <input type="checkbox"/> Stations and Bases abroad.	S
<b>SPECIFIC DUTY NO. 3</b>	<b>RATING LETTER</b>
Represents the Agency in contacts with senior representatives of liaison services.	O
<b>SPECIFIC DUTY NO. 4</b>	<b>RATING LETTER</b>
Represents the Directorate and/or the Agency in official contacts with other components of our government.	S
<b>SPECIFIC DUTY NO. 5</b>	<b>RATING LETTER</b>
Implements the EEO policy of the Agency.	S
<b>SPECIFIC DUTY NO. 6</b>	<b>RATING LETTER</b>
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>	
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	
<b>RATING LETTER</b> S	
11 JUL 1974	
45	CLASSIFICATION
054581	E2, IMPDET CL BY

## CLASSIFICATION

## SECTION D

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

This report covers Mr. Phillips' initial period as a Division Chief. It coincided with a period of unusually high stress and strain in the Western Hemisphere Division, particularly in relationships with the State Department and in the problems left over from our drastic measures designed to protect ourselves against a potential counterintelligence disaster. The most important fact to be recorded about Mr. Phillips' direction of his Division during this period is that he kept operations at the top of his priority list, and that as a result our operational achievements in the area during the past year have been on the whole better than in the year before.

Mr. Phillips is developing into a very competent manager, and has handled well the problems involved in adjusting to decreasing manpower ceilings. He is prudent in the use of official funds. He is a good supervisor and is providing excellent leadership to his subordinates, who have responded with a clear improvement in morale during the period since Mr. Phillips assumed charge.

(continued next page)

## SECTION E

## CERTIFICATION AND COMMENTS

## 1. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

9

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

22 April 1974

OFFICIAL TITLE OF SUPERVISOR

Associate Deputy Director  
for Operations

TYPED OR PRINTED NAME AND SIGNATURE

David H. Blee

## 2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION  
OF MY PERFORMANCE

HAVE ATTACHED

HAVE NOT ATTACHED

DATE

23 APRIL 1974

SIGNATURE OF EMPLOYEE

## 3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Concur. An excellent operational leader who is learning rapidly the nuances of a Division Chief's job in Washington. He is an inspirational leader whose management techniques and abilities are still developing. All in all a first rate performance.

DATE

11 June 1974

OFFICIAL TITLE OF REVIEWING OFFICIAL

Deputy Director for  
Operations

TYPED OR PRINTED NAME AND SIGNATURE

William E. Nelson

## 4. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN THE ENTRIES IN  
ALL SECTIONS OF THIS REPORT

DATE

June 21, 1974

SIGNATURE

EMPLOYEE

CLASSIFICATION

14-00000

Fitness Report - David A. Phillips

Section D., Continued:

The most dramatic challenge to the capabilities of the WH Division in the past year flowed from the overthrow of the Allende government in Chile. Overall, the intelligence reporting was timely and accurate, the adjustments to our political action programs skillfully made, and the responses to Congressional inquiry well handled.

It is as a senior operations officer that Mr. Phillips has had the greatest experience, and it is not surprising that he has made an excellent input into the improvement of operational matters throughout the many areas of this hemisphere for which he is responsible. He has also consistently handled the many and important senior liaison contacts which he has made during this year, both at Headquarters and during field visits, with great effectiveness.

SECRET



CLASSIFICATION									
<b>FITNESS REPORT</b>									
<b>SECTION A GENERAL INFORMATION</b>									
1. EMPLOYEE NUMBER		2. NAME (last, first, middle)			3. DATE OF BIRTH		4. SEX	5. GRADE	6. SD
024345		Phillips, David A.			31 Oct 22		M	GS-17	D
7. OFFICIAL POSITION TITLE				8. OFF/DIV/BR OF ASSIGNMENT		9. CURRENT STATION		10. NO CO	
Chief of Station				DDP/WII/3				3	
11. TYPE OF APPOINTMENT					12. TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec.)	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> SPECIAL		
13. REPORTING PERIOD (from-to)					14. DATE REPORT DUE IN O.P.				
1 February 1972 - 31 March 1973					31 May 1973				
<b>SECTION B QUALIFICATIONS UPDATE</b>									
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.									
<b>SECTION C PERFORMANCE EVALUATION</b>									
<u>U—Unsatisfactory</u>		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.							
<u>M—Marginal</u>		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.							
<u>P—Proficient</u>		Performance is satisfactory. Desired results are being produced in the manner expected.							
<u>S—Strong</u>		Performance is characterized by exceptional proficiency.							
<u>O—Outstanding</u>		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.							
<b>SPECIFIC DUTIES</b>									
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).								RATING LETTER	
SPECIFIC DUTY NO. 1									
SPECIFIC DUTY NO. 2									
SPECIFIC DUTY NO. 3									
SPECIFIC DUTY NO. 4									
SPECIFIC DUTY NO. 5									
SPECIFIC DUTY NO. 6									
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>									
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.								RATING LETTER	

**SECRET**  
CLASSIFICATION

**SECTION D****NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

JAN 11 10 44 AM '74

SEE ATTACHED

**SECTION E****CERTIFICATION AND COMMENTS**

<b>1. BY EMPLOYEE</b>		
<b>I CERTIFY THAT I HAVE SEEN SECTIONS A, B, C AND D OF THIS REPORT</b>		
DATE	SIGNATURE OF EMPLOYEE	
	<i>[Signature]</i>	
<b>2. BY SUPERVISOR</b>		
MONTHS EMPLOYEE HAD BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
7 January 1974	Chief of Station	<i>Theodore G. Shackley</i> Theodore G. Shackley
<b>3. BY REVIEWING OFFICIAL</b>		
COMMENTS OF REVIEWING OFFICIAL		
<p>Mr. Phillips is a highly experienced senior operations officer with outstanding leadership ability. In both the Chief of Station positions covered by this report his performance was superior in every important respect.</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
8 Jan 1974	ADD/O	<i>David H. Blee</i> David H. Blee

CLASSIFICATION  
**SECRET**

SECRET

SECTION D • NARRATIVE COMMENTS

1. In the period covered by this report Mr. Phillips was the Chief of Station [ ] during the time frame February to August 1972. After that Mr. Phillips became the Chief of Station, [ ] and served in [ ] during the period August 1972 to April 1973. At both of these posts Mr. Phillips was responsible for managing an average of [ ] Agency employees. Additionally, Mr. Phillips supervised in this period an average FY budget of [ ] which was spent on FI, CA, CI, anti-narcotics and protected economic intelligence operations. American policy interests in [ ] and [ ] are high in terms of the United States scale of values for Latin America. This means that Mr. Phillips was assigned to two prestige posts during a fifteen month time span.

2. As a manager Mr. Phillips is operations oriented. In view of this he places his time, attention and command emphasis on programs that are designed to acquire intelligence and agents. This approach has consistently produced results in terms of FI and CA operations which are targeted against the host country.

3. Mr. Phillips was also active at both posts as an operations manager who focused Station resources on the Soviet target, protected economic intelligence and the anti-narcotics effort. Unfortunately, as these programs moved into gear Mr. Phillips was also in motion between Stations, or had just been in place at his second Station for less than a year. As a result one can only say that Mr. Phillips made all the right moves in his managerial duties against these priority targets. The brevity of his program implementation at each of the two posts did not provide a solid basis, however, for measuring tangible success. In short Mr. Phillips deserves high marks for initiative, drive and imagination on programs that were receiving increased attention at Headquarters.

4. The myriad problems that are faced when a Station moves its location from one city to another were still challenging Mr. Phillips when he left [ ]. In overview terms, however, the move from [ ] to [ ] was well done. This does not mean that Mr. Phillips' successor at [ ] did not have some gaps to fill or adjustments to make in the administrative field. The scope of these actions, however, was in the realm of the reasonable and attests to the fact that while his basic interests are in

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-2-

operations, administration per se is not a totally alien field to Mr. Phillips.

5. In representational terms Mr. Phillips did a sound job in winning and maintaining the respect of the American Ambassadors in [ ] and [ ]. This is due in large measure to Mr. Phillips' native charm, area knowledge, and language skills [ ]. In addition, Mr. Phillips is people oriented, and this makes it possible for him to sell himself and CIA to senior American officials at the Ambassador level.

6. In personal terms Mr. Phillips is a hard-working, dedicated officer who is a good team player. This officer has the intent, capability and desire to fulfill the needs of the Organization. He is particularly well versed in CA skills and is politically oriented. As a result he likes the challenge of election operations and is well qualified in this area.

7. Mr. Phillips' total performance during the period covered by this report merits an evaluation of Strong.

8. In terms of future assignments Mr. Phillips is likely to be at his professional best in field activities. This officer is highly specialized in Latin American affairs, but he is perfectly capable of being a Station Chief at most Agency posts in Europe or Asia.

9. Mr. Phillips' activities come to the attention of the Rating Officer on a daily basis.

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 024345	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle) <b>Phillips, David A.</b>			2. DATE OF BIRTH <b>31 Oct 1922</b>	3. SEX <b>M</b>	4. GRADE <b>GS-17</b>
			5. SD <b>D</b>		
6. OFFICIAL POSITION TITLE <b>Chief of Station</b>			7. OFF/DIV/RR OF ASSIGNMENT <b>DDP/WH/5</b>		
8. CHECK (X) TYPE OF APPOINTMENT			9. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> SPECIAL (Specify): <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to) <b>1 July 1971 - 31 January 1972</b>		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<u>U-Unsatisfactory</u>		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.			
<u>M-Marginal</u>		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.			
<u>P-Proficient</u>		Performance is satisfactory. Desired results are being produced in the manner expected.			
<u>S-Strong</u>		Performance is characterized by exceptional proficiency.			
<u>O-Outstanding</u>		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.			
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER <b>S</b>

SECRET

(When Filled In)

**SECTION C**

**NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, may be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

HAN WEN

Please see attached MEMORANDUM IN LIEU OF FITNESS REPORT.

**SECTION D**

**CERTIFICATION AND COMMENTS**

<b>1. BY EMPLOYEE</b>		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 27 January 1972	SIGNATURE OF EMPLOYEE /s/ David A. Phillips	
<b>2. BY SUPERVISOR</b>		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 10 January 1972	OFFICIAL TITLE OF SUPERVISOR Chief, WH Division	TYPED OR PRINTED NAME AND SIGNATURE William V. Broe
<b>3. BY REVIEWING OFFICIAL</b>		
COMMENTS OF REVIEWING OFFICIAL  Please see attached.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
	ADP	Cord Meyer, Jr.

SECRET

- 2 -

Mr. Phillips continues to show excellent growth potential and his breadth of capabilities qualifies him for advancement to senior echelons.

I rate Mr. Phillips as very Strong as Chief of Station,

*William V. Broe*

William V. Broe

Chief

Western Hemisphere Division

I certify that I have seen this memorandum:

/s/ David A. Phillips  
David A. Phillips

This fitness report is being sent to David A. Phillips in  for his signature and to be returned to Headquarters for file.

27 January 1972

Date

Comments of Reviewing Official:

I completely agree with this high rating and should add that subject has handled a continuing Congressional interest in  with a rare combination of diplomatic tact and sound judgment.

*Cord Meyer Jr.*

Cord Meyer Jr.

Assistant Deputy Director for Plans

15 Jan 72

Date

10 January 1972

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: David A. Phillips  
1 July - 31 December 1971

This memorandum is in lieu of a fitness report to cover Mr. Phillips' performance during the period 1 July to 31 December 1971. This rating is being prepared in view of the rater's imminent departure from the Division.

Last month Mr. Phillips was promoted from GS-16 to GS-17. There is no better evidence of the high esteem in which he is held by his superiors in the Agency.

During this rating period Mr. Phillips transferred the station from [redacted] This move, however, divorces the Chief of Station from the main area of operations. [redacted] In spite of this Mr. Phillips, through much extra effort and time on his part, has been able to maintain a high operational tempo in the station.

Station relations with key people in the [redacted] government, especially the security agencies, have been highly productive but through recent efforts, these relations have been placed on a much higher plane with the decision

[redacted]



**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				024345	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle) <b>Phillips, David A.</b>			2. DATE OF BIRTH <b>31 Oct 1922</b>	3. SEX <b>M</b>	4. GRADE <b>GS-16</b>
5. OFFICIAL POSITION TITLE <b>Chief of Station</b>			7. OFF. DIV/BR OF ASSIGNMENT <b>DDP/WH/5</b>	8. CURRENT STATION	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. <b>30 April 1971</b>			12. REPORTING PERIOD (From - to) <b>1 April 1970 - 30 June 1971</b>		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1  See attached memorandum.					RATING LETTER
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER <b>S</b>

## SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses in performance in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

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AUG 5 11 05 AM '71

MAIL ROOM

See attached memorandum.

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

11 August 1971

SIGNATURE OF EMPLOYEE

/s/ David A. Phillips

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

Copy of report has been sent to Mr. Phillips for acknowledgment.

DATE

30 June 1971

OFFICIAL TITLE OF SUPERVISOR

Chief, WH Division

TYPED OR PRINTED NAME AND SIGNATURE

/signed/

William V. Broe

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

See attached.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

Assistant Deputy Director  
for Plans

TYPED OR PRINTED NAME AND SIGNATURE

/signed/

Cord Meyer, Jr.

SECRET

14-00000

SECRET

30 June 1971

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Mr. David A. Phillips  
1 April 1970 - 30 June 1971

This memorandum is in lieu of the fitness report on Mr. Phillips as Chief of Station, [REDACTED], during the period 1 April 1970 to 30 June 1971.

Mr. Phillips is a highly capable, versatile and imaginative Operations Officer and manager who makes a substantial contribution to the Clandestine Service.

The above statement is borne out by the fact that faced with a highly difficult, sensitive operational problem of the utmost priority in the fall of 1970, the Rater immediately thought of Mr. Phillips as the man to head the Task Force and received immediate and enthusiastic endorsement from the Deputy Director for Plans and the Director for Mr. Phillips' assignment. He was recalled from [REDACTED] took over the Task Force, and handled it in an outstanding manner.

My first statement is further borne out by the fact that Ambassador [REDACTED], on a recent visit to Washington, made a special effort to express to the Rater his appreciation for Mr. Phillips' support to him and the Embassy and to express further his appreciation to the Agency for furnishing him a man of Mr. Phillips' caliber.

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- 2 -

Mr. Phillips has a large, widely spread operation with Bases in [ ] However, he has succeeded in keeping them well coordinated and dead on the target.

I rate Mr. Phillips as Strong as Chief of Station, [ ]

*William V. Broe*  
William V. Broe

Chief

Western Hemisphere Division

I certify that I have seen  
this memorandum:

\_\_\_\_\_  
David A. Phillips

\_\_\_\_\_  
Date

Comments of Reviewing Official:

I would have rated this performance as "very strong". Excellent political judgment and the ability to handle the most delicate situations with tact and discretion characterize this performance.

*Cord Meyer, Jr.*  
Cord Meyer, Jr.

Assistant Deputy Director for Plans

22 July 71  
Date

SECRET

S-E-C-R-E-T

TRAINING REPORT

Course # 3771

Specialized Training in Weapons for  
Self-Defense and Countermeasures Against  
Vehicular Kidnapping

Date: 2-5 February 1971

Trainee: PHILLIPS, David A.

Office: WH

Purpose and Scope of the Course:

The course provides basic proficiency training in the use of weapons for self-defense and in the techniques of evasive driving to counter vehicular kidnapping for Agency officers being assigned to hostile or unstable political and operational environments abroad.

Achievement Record:

This is to certify that Mr. Phillips has satisfactorily completed the prescribed course of instruction.

FOR THE DIRECTOR OF TRAINING:

  
CHIEF, SPECIAL ACTIVITIES BRANCH

10 February 1971  
DATE

S-E-C-R-E-T



SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				024345			
<b>SECTION A GENERAL</b>							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
Phillips, David A			10/31/22	M	16	D	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
COS			DDP/WH/Br. 5				
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR				
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT EMPLOYEE				
SPECIAL (Specify):			SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
				1 April 1969 - 31 March 70			
<b>SECTION B PERFORMANCE EVALUATION</b>							
<u>U-Unsatisfactory</u>		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.					
<u>M-Marginal</u>		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.					
<u>P-Proficient</u>		Performance is satisfactory. Desired results are being produced in the manner expected.					
<u>S-Strong</u>		Performance is characterized by exceptional proficiency.					
<u>O-Outstanding</u>		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.					
<b>SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
See attached memorandum.						S	
SPECIFIC DUTY NO. 2						RATING LETTER	
SPECIFIC DUTY NO. 3						RATING LETTER	
SPECIFIC DUTY NO. 4						RATING LETTER	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						S	

5 AUG 1970  
PC

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p style="text-align: center;">AUG 4 3 49 PM '70</p> <p style="text-align: center;">See Attached Memorandum in Lieu of Fitness Report.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
15 July 1970	Chief, WH Division	/signed/ William V. Broe	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
21 JUL 1970	Assistant Deputy Director for Plans	 Cord Meyer, Jr.	

SECRET

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SECRET

15 July 1970

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Mr. David A. Phillips  
1 April 1969 - 31 March 1970

This memorandum is in lieu of the fitness report on Mr. David A. Phillips as Chief of Station, [ ] during the period 1 April 1969 to 31 March 1970.

During this period Mr. Phillips took over command of the [ ] Station. It is typical of Mr. Phillips that he made excellent preparation for this assignment, including a full-time course [ ]

Mr. Phillips has brought to his new position the operational zeal and enthusiasm that has characterized all of his previous positions. [ ] by the very nature of its size but, more importantly, the type of "strait jacket" government in power, is a difficult place to operate on a broad plain. Mr. Phillips has the station moving and real effort and progress is seen on the more difficult targets, such as the Soviets.

He has excellent relations within the embassy and is recognized for his contribution to [ ] He, of course, handles his liaison contacts with mature style and is very actively developing a number of contacts in the local community.

SECRET



- 2 -

Mr. Phillips is a good supervisor of men and the present high morale of the [ ] Station and its Bases is a living proof of this. He furnishes good operational planning and guidance and exhibits a high degree of cost consciousness.

I rate Mr. Phillips as Strong as Chief of Station,

[ ]

*William V. Broe*

William V. Broe

Chief

Western Hemisphere Division

I certify that I have seen  
this memorandum:

*David A. Phillips*

David A. Phillips

*26 Sept 1970*

Date

Date of Report 15 January 1970		LANGUAGE TRAINING REPORT		Proficiency Level before and After Training <table border="1"> <tr> <td></td> <td>Before</td> <td>After</td> </tr> <tr> <td>Speaking</td> <td>--</td> <td>1 *</td> </tr> <tr> <td>Aural Comp</td> <td>--</td> <td>3 *</td> </tr> <tr> <td>Read Comp</td> <td>--</td> <td>3 *</td> </tr> </table>			Before	After	Speaking	--	1 *	Aural Comp	--	3 *	Read Comp	--	3 *
	Before	After															
Speaking	--	1 *															
Aural Comp	--	3 *															
Read Comp	--	3 *															
Student Names PHILLIPS, DAVID A.		Officer WH		Instructors Estimate vice Official Test													
Courses FULL-TIME		Inclusive Dates 11/03/69-12/18/69		Hours of Instruction Scheduled 244/Actual 108 Absences 28													

#### LANGUAGE TRAINING AIMS AND EVALUATION CRITERIA

The general aim of this course of study was to provide the student with a command of a foreign language in a skill and at the level set by the sponsoring office. Speaking, aural comprehension and reading comprehension, as required, were emphasized. Fluency and accuracy were given equal importance in training and in evaluation of the student. Cultural matters were covered only incidentally.

This student evaluation is based on (1) Instructor and Linguist observations; (2) regularly administered oral and written achievement tests; (3) a final comprehensive achievement examination. The achievement rating reflects only performance and achievement in the course and is conditioned by the length of time the student spent in training, achievement potential based upon his or her aptitude for language study and upon motivation. This rating should not be confused with the Proficiency Rating which is submitted separately on Form 1273, Certification of Language Proficiency.

#### PROGRESS IN ACHIEVING COURSE AIMS

(Overall progress in the course is shown as unsatisfactory, marginal, satisfactory, above average, superior when compared against established standards for such training).

Speaking	Aural Comprehension	Reading Comprehension
SUPERIOR	SUPERIOR	N.A.

#### PERFORMANCE EVALUATION

In six weeks the student covered the entire DLI course of 75 lessons which usually takes 4 to 6 months to complete. His study habits and approach to language learning were excellent and he made maximum use of the time available.

The joint decision by instructor and student to rush through 75 lessons was based on:

- (1) the student's determination to make as much of a conversion from [redacted] as possible and
- (2) on the instructor's faith and confidence in the student's ability to do so.

In cases where the principal objective is to convert a student's command of [redacted] the point is often reached where the student is able to understand and make himself understood most adequately without, See reverse side for additional comment

For the Director of Trainings:

[redacted]  
[redacted]  
Department Chief  
Language School/DIR

14-00000

however, his having achieved a corresponding tested level because of the

[REDACTED]

In the case of this student, I judge his command of the language to be already adequate for all situations he may encounter in the field. So that while he may not test quite elementary, in reality, and as far as ability to communicate effectively is concerned, he would have to be rated intermediate.

SECRET

## TECHNICAL SERVICES DIVISION -- TECHNICAL SCHOOL

## SHORT RANGE AGENT CONTACT SURVEY (A-106)

Training ReportName : PHILLIPS, David A.Office: WH/COGDate : 6 June 19691. OBJECTIVES:

To provide a general knowledge in:

- a. Selected gear used for clandestine short range agent contacts. Included are representative samples of:

One way HF radio devices; two way HF radio devices; two way carrier current devices; optical communicators; and special telephone devices used for establishing agent contact.

- b. The philosophy, purpose, considerations and manageability of short range agent contact systems; including message security, link security, reliability and feasibility of agent contact systems.

INSTRUCTOR  
TSD/TECHNICAL SCHOOL

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER		
				024345		
<b>SECTION A</b>				<b>GENERAL</b>		
1. NAME (Last) (First) (Middle) Phillips, David A.			2. DATE OF BIRTH 10/31/22	3. SEX M	4. GRADE GS-16	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/COG		8. CURRENT STATION Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 04/69			12. REPORTING PERIOD (From- to-) 1 April 68 - 31 March 69			
<b>SECTION B</b>				<b>PERFORMANCE EVALUATION</b>		
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
<b>SPECIFIC DUTIES</b>						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).						RATING LETTER
SPECIFIC DUTY NO. 1						
SPECIFIC DUTY NO. 2						
SPECIFIC DUTY NO. 3						
SPECIFIC DUTY NO. 4						
SPECIFIC DUTY NO. 5						
SPECIFIC DUTY NO. 6						
7 JUL 1969						
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						S

**SECRET**  
(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p align="center">See attached Memorandum in Lieu of Fitness Report.</p>			
<p align="right">JUN 2 11 17 AM '69 WH DIVISION</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
9 June 1969	/signed/ David A. Phillips		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
6 June 1969	Deputy Chief, WH Division	/signed/ John R. Horton	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p align="center">See attached.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
27 June 1969	Chief, WH Division	/signed/ William V. Broe	

**SECRET**

6 June 1969

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Mr. David A. Phillips  
1 April 1968 to 31 March 1969

Mr. Phillips continues to head the Division's program against the high-priority Cuban target, although he has also been selected to fill an unusually responsible job overseas in the coming year, both of which jobs testify to the high regard in which he is held by his superiors in the Agency. Mr. Phillips has had the difficult task of presiding over a show which is being cut back, in terms of money and people, and in which task he has played a major role. At the same time as doing a pruning job, he has had to try to maintain a vigorous program and to keep up enthusiasm. His own qualities of personal leadership and of magnetism have done a great deal to keep up enthusiasm among his people. He has a positive attitude toward operations and is determined; his day-to-day concern is for developing new operations, and he has put all of his own notable vigor and drive into operational directions.

Mr. Phillips knows his target and knows Latin America well and he brings a good feel and insight into his work, which is never pedestrian or unimaginative. He speaks well and convincingly and makes a very good impression both within the Agency and outside, where he serves the Agency well in his relations with other government elements. He also writes notably well.

His task this year has not been easy for he has had to deal with an experimental situation, to a considerable extent, with the new Miami station which he is responsible for supporting and guiding. He has had to exercise a good deal of tact and diplomacy in the doing of it and he has done a good job of reconciling often conflicting views. He has shown a good head for costs in all of this.

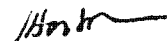
SECRET

- 2 -


Mr. Phillips is a notably good supervisor, especially with younger officers, for whom he is an object of admiration and emulation. Mr. Phillips is a fast-moving, energetic person and he has some of the faults that often go with this virtue: he is impatient with details and "paper" with the consequence that if someone else does not do it for him, his work is sometimes marred by inaccuracies and imprecisions.

Without going into it, it should be noted that Mr. Phillips has had a very trying year personally and it is a proof of his strength of character that he has not only come through it but has hardly broken his stride in carrying out a demanding job, or being any less than his usual cheerful and charming self.

His performance has been very Strong.

  
John R. Horton  
Deputy Chief  
Western Hemisphere Division

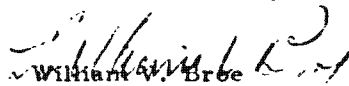
I certify that I have seen  
this memorandum:

  
David A. Phillips

1 June 1969  
Date

Comments of Reviewing Official:

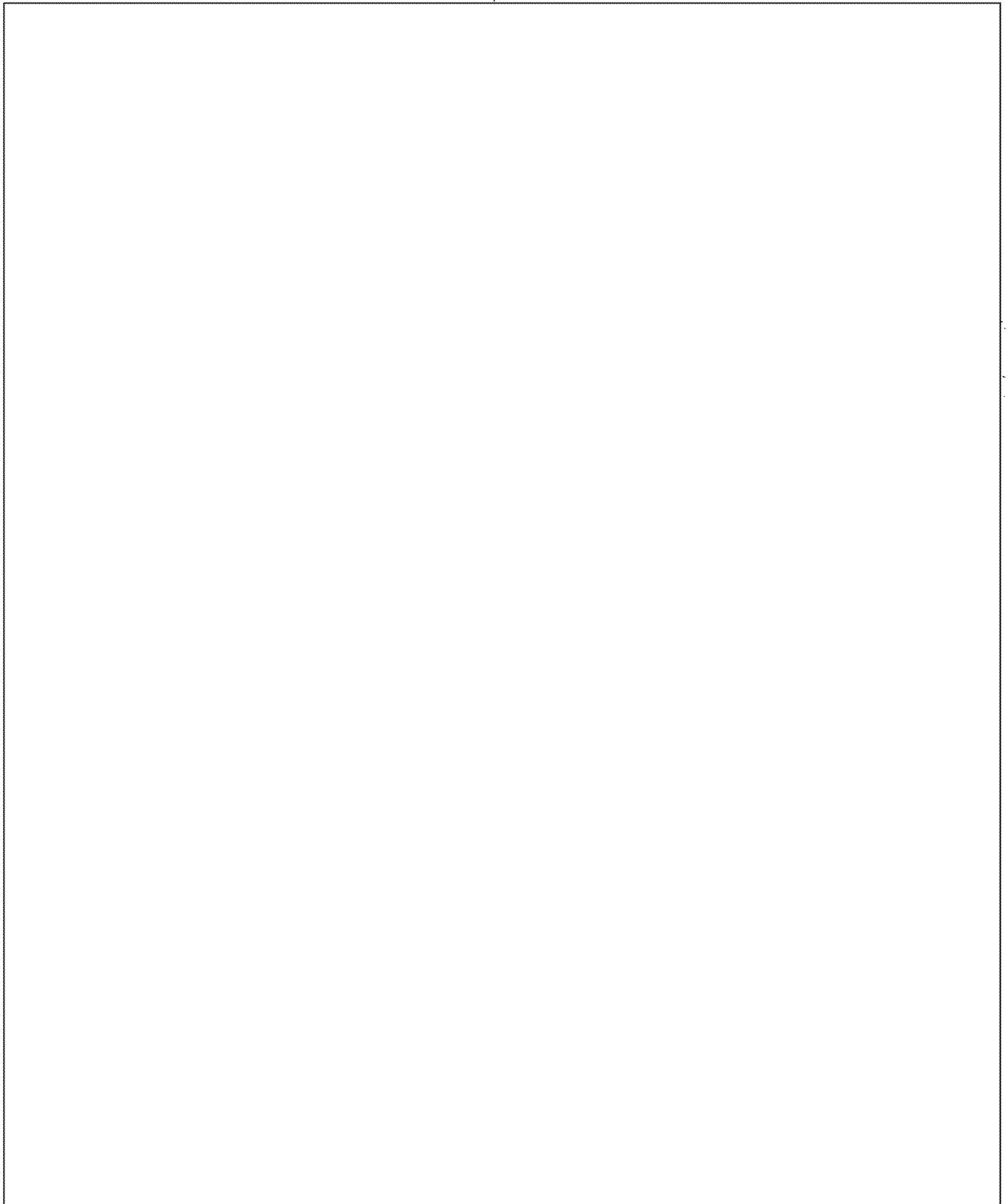
I concur in the above rating of Mr. Phillips. Dave Phillips is an operator in the solid professional sense of the word. I have great hopes for the  which he takes over early in 1970.

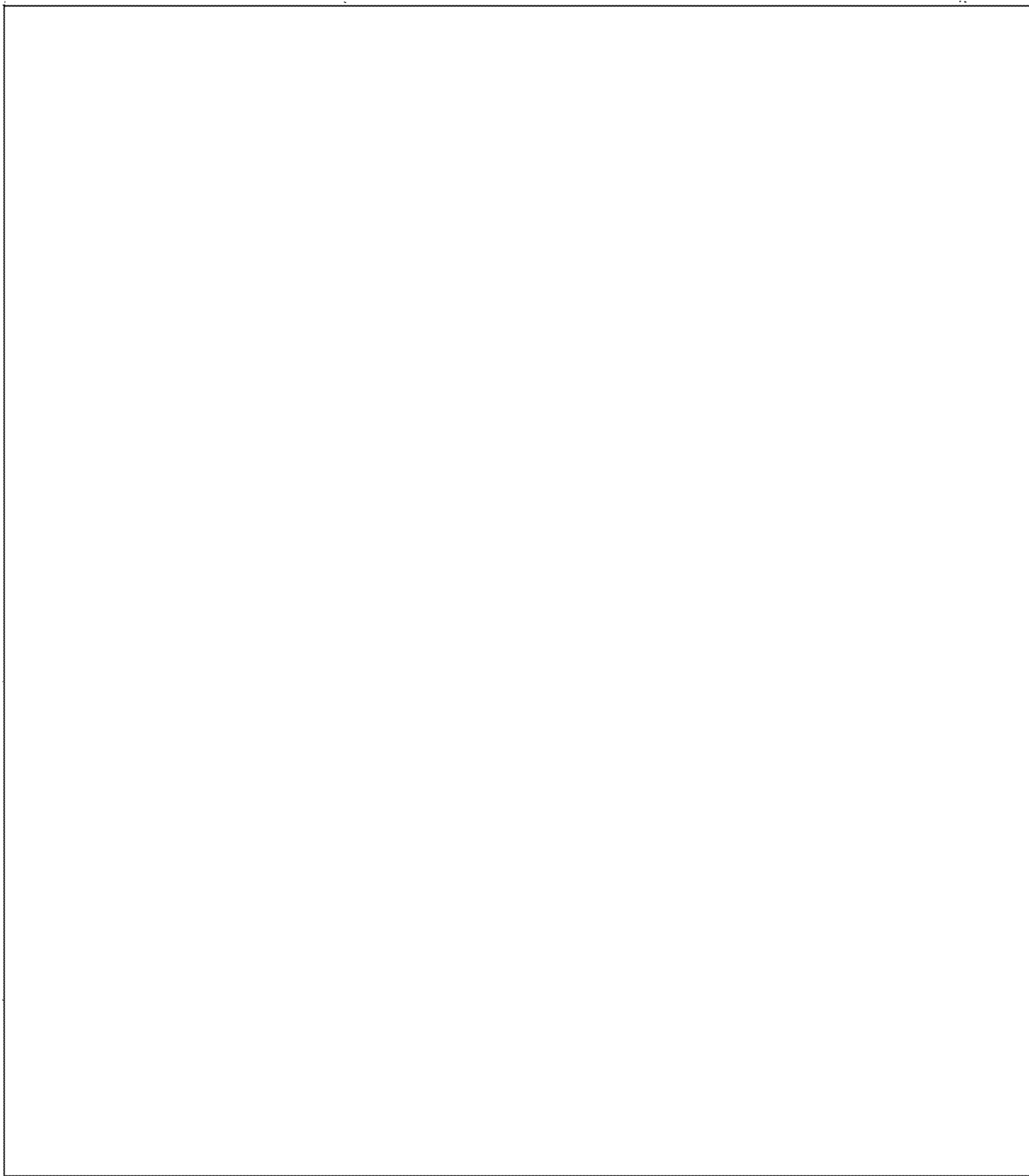
  
William A. Brice  
Chief

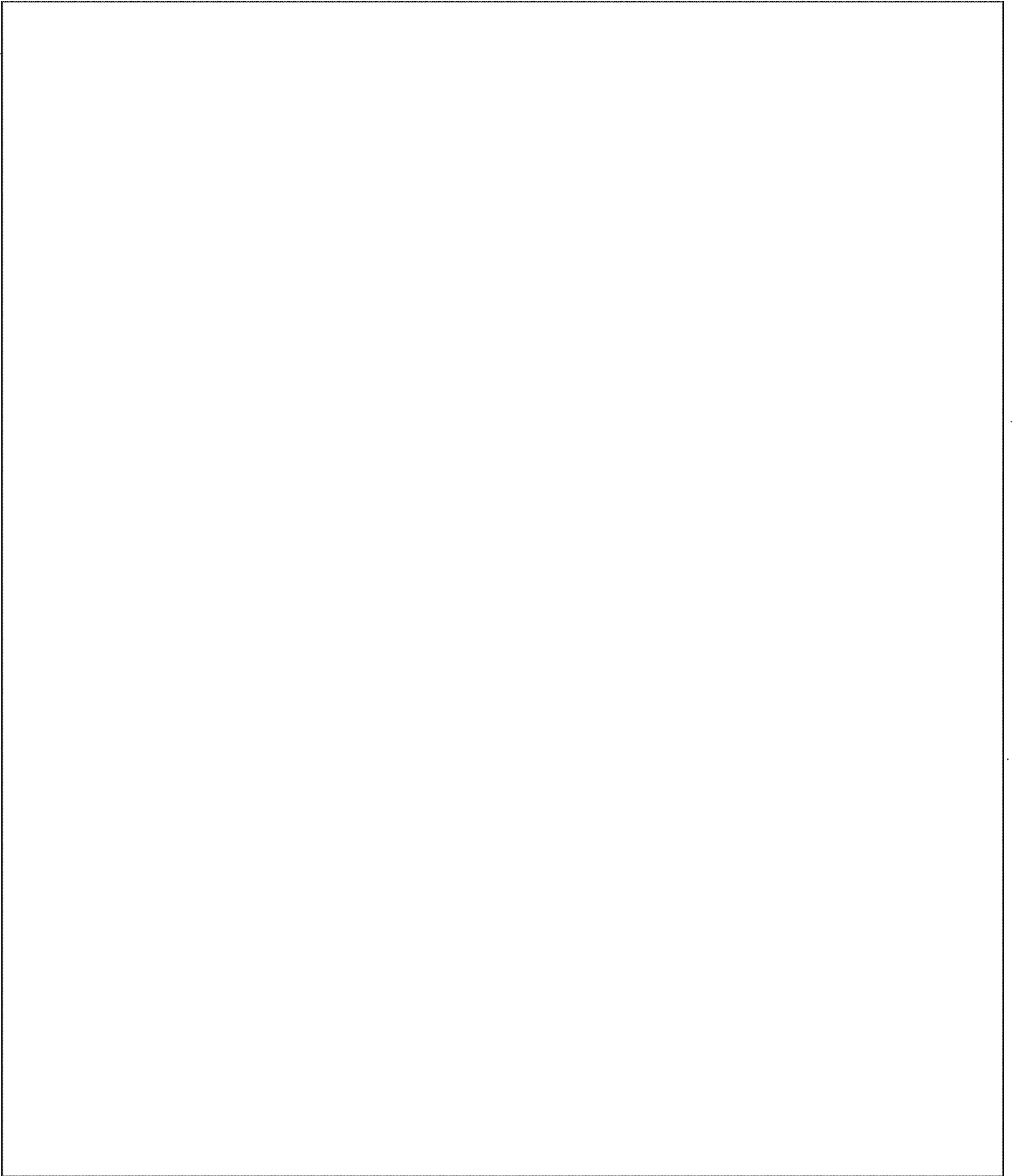
27 June 1969  
Date

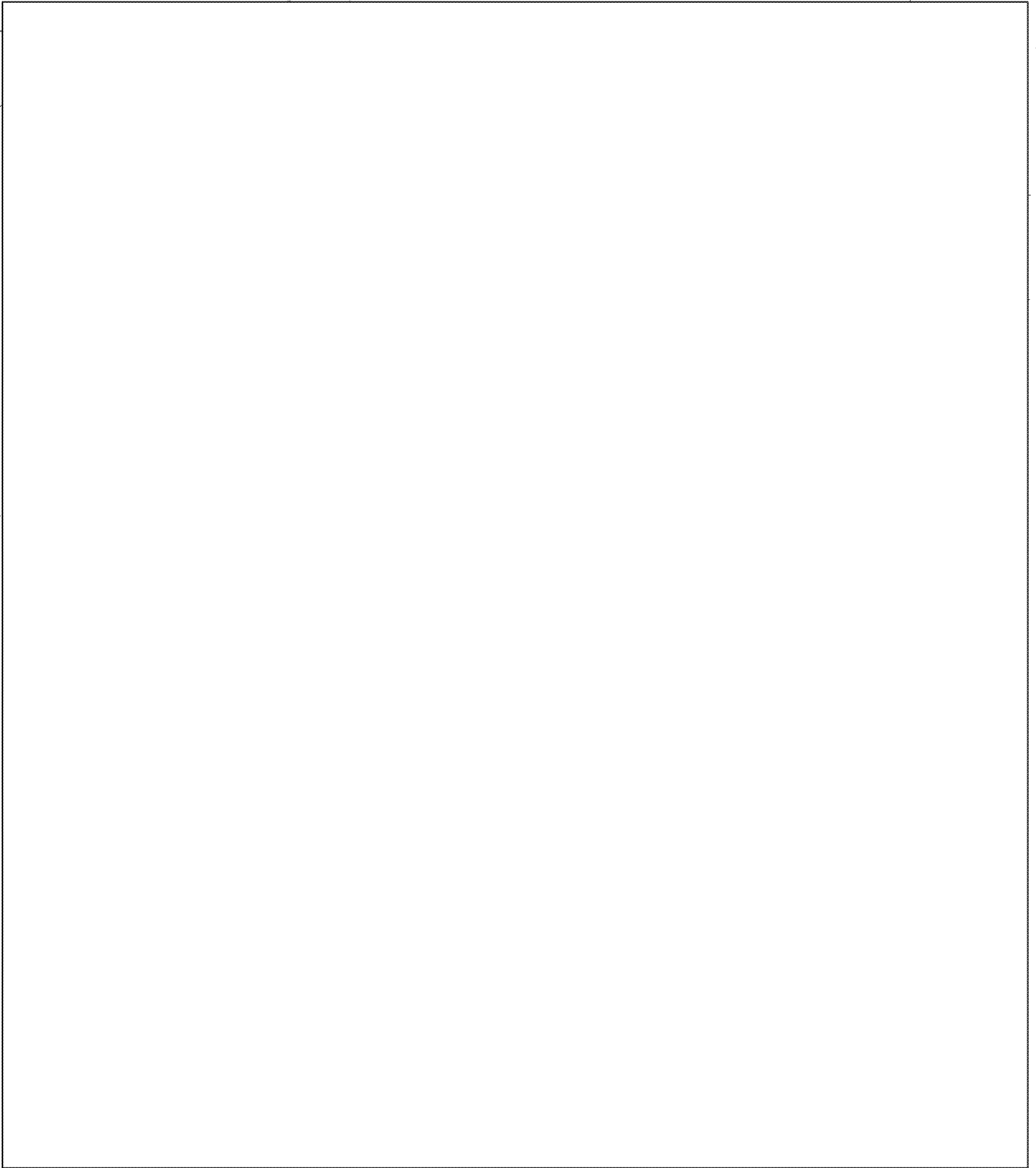
Western Hemisphere Division

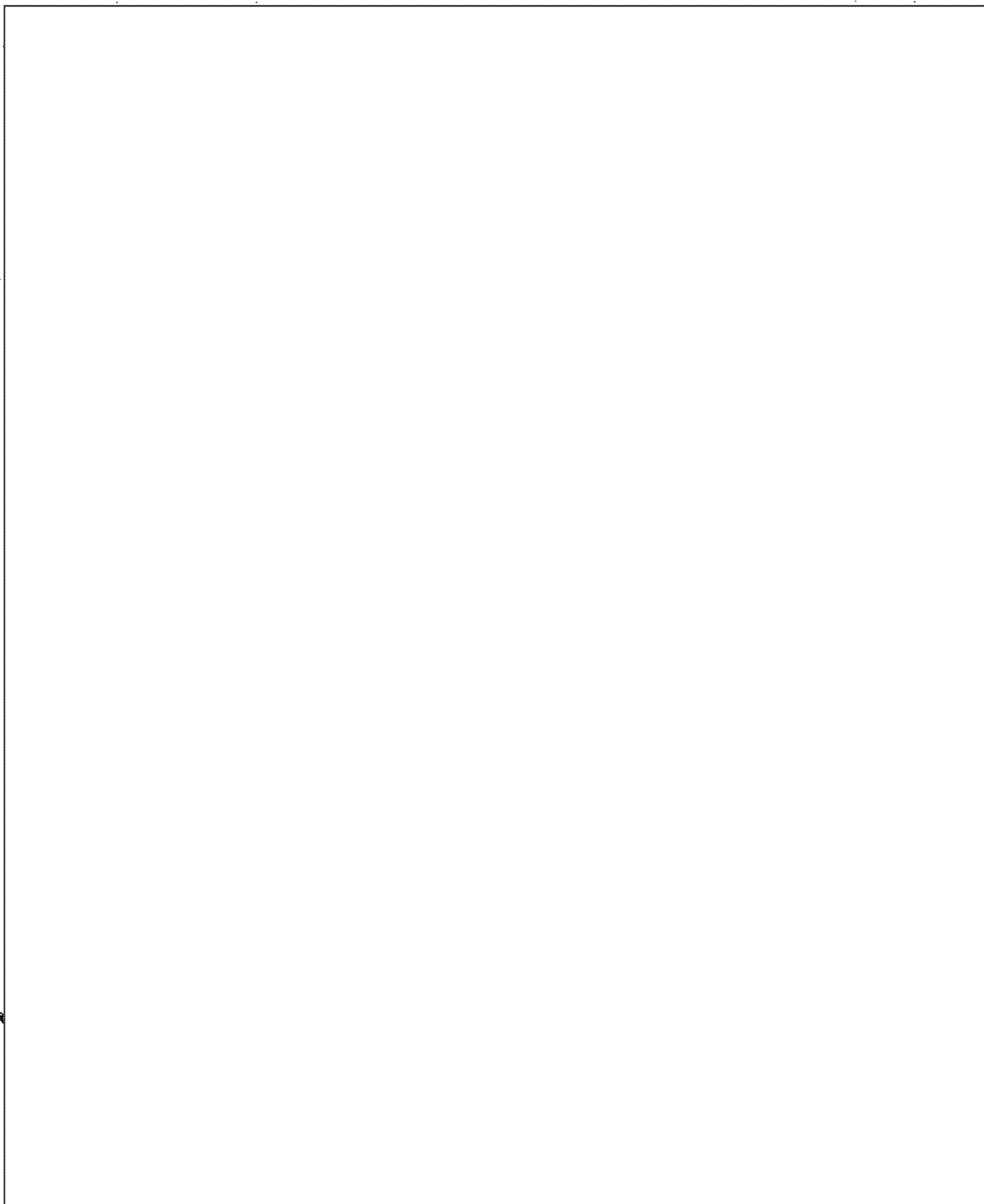


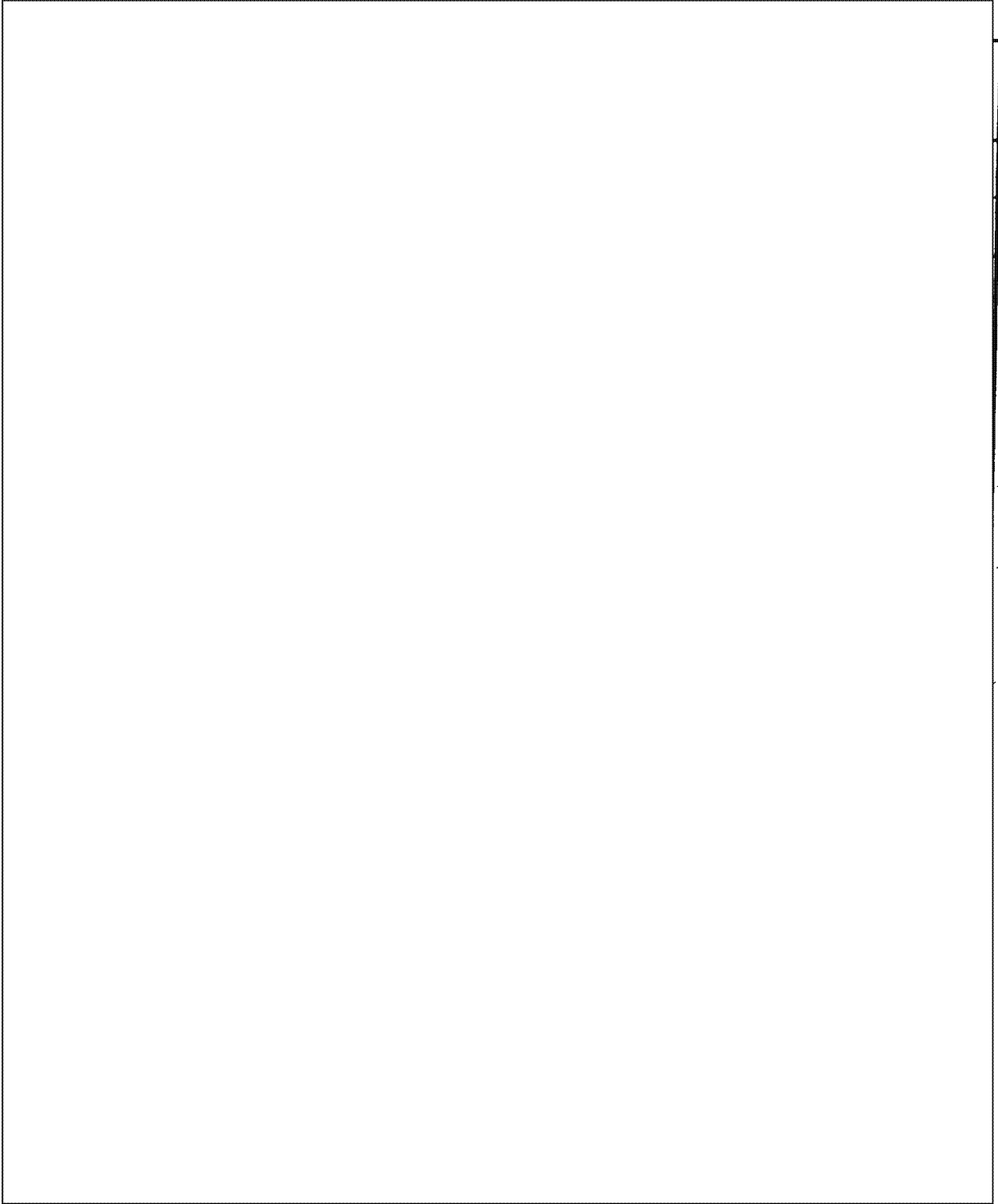


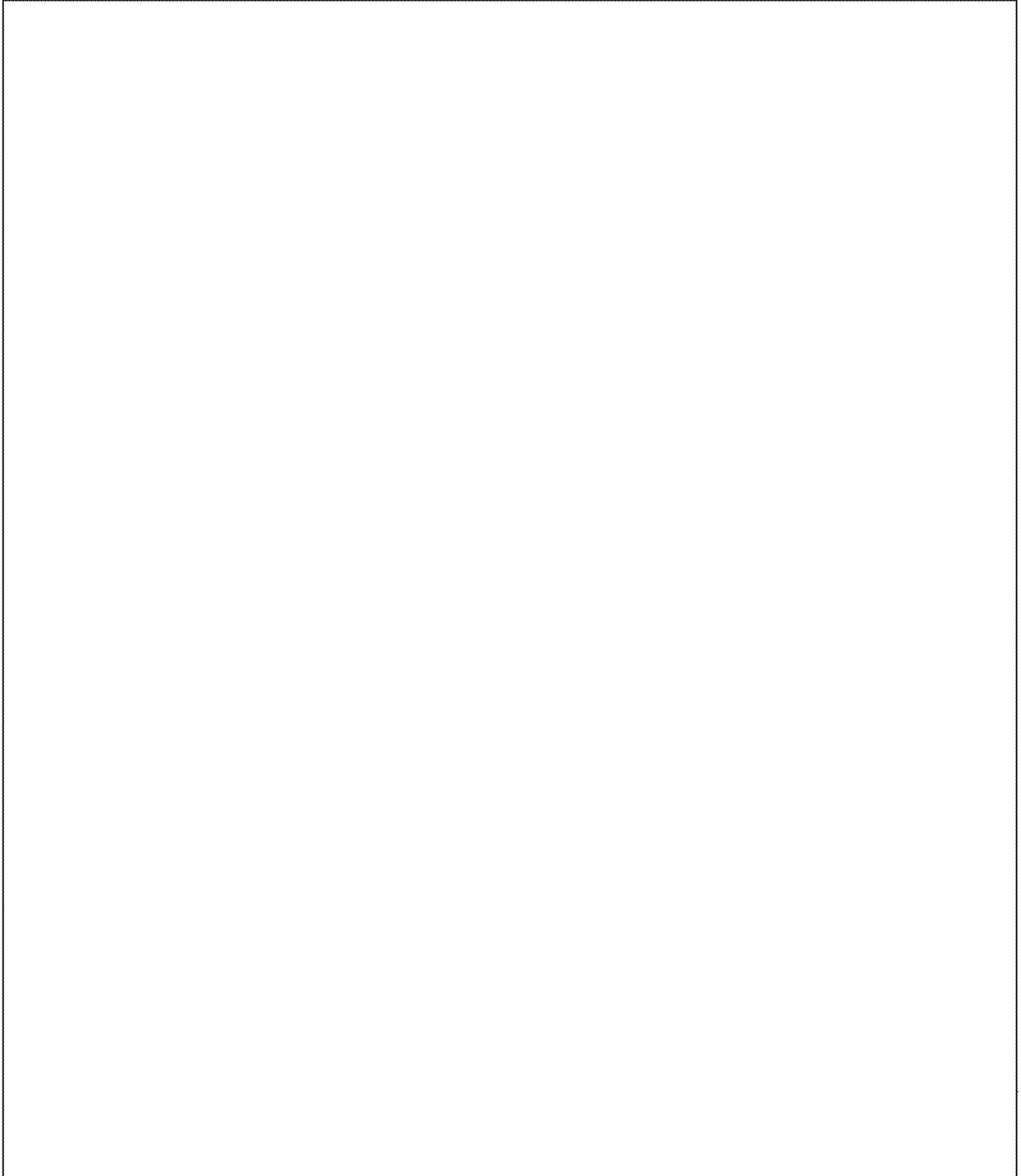


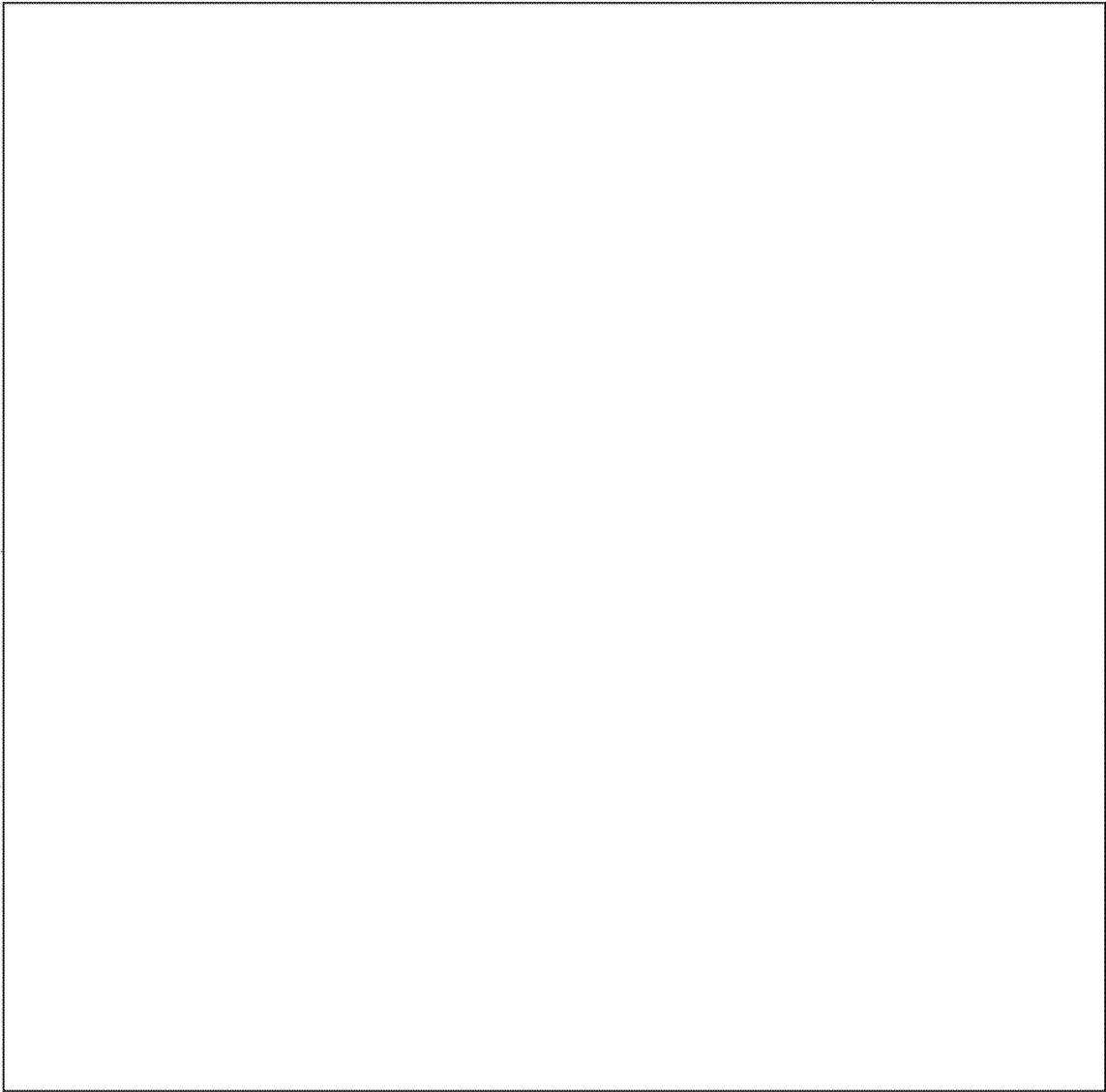












SECRET



SECRET

(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					024345	
<b>SECTION A GENERAL</b>						
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Phillips, David A.			10/31/22	M	15	D
6. OFFICIAL POSITION TITLE			7. OFF/DIS BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Officer Ch			WH/COG		Hqts.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL			
CAREER-PROVISIONAL (See Instructions - Section C)			REASSIGNMENT SUPERVISOR			
SPECIAL (Specify):			REASSIGNMENT EMPLOYEE			
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)			
04/68			1 April 1967 - 31 March 1968			
<b>SECTION B PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
<b>SPECIFIC DUTIES</b>						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1						RATING LETTER
Responsibility for overall management of Headquarters Branch activities.						S
SPECIFIC DUTY NO. 2						RATING LETTER
Support and guidance of field operations.						S
SPECIFIC DUTY NO. 3						RATING LETTER
Reporting to higher authority; implementing of policy level decisions.						O
SPECIFIC DUTY NO. 4						RATING LETTER
Supervision and management of personnel.						O
SPECIFIC DUTY NO. 5						RATING LETTER
Liaison with State Department and other agencies.						O
SPECIFIC DUTY NO. 6						RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER
Reviewed by OP/PD/EAB						O

SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

JUN 1 8 53 AM '68

The Rating Officer's last fitness report on Mr. Phillips dealt with his terminating an outstandingly successful and very complicated assignment as Chief of Station, [redacted] This report deals with a completely different situation, i.e. coming into Headquarters as Chief, Cuban Operations Group at the time that drastic reduction had just become the order of the day. The same energy, imagination and zeal which has characterized Mr. Phillips over the years has characterized his performance in this difficult task since his assumption of the new responsibility. He has been a prime mover in reducing the Headquarters WH/COG component to realistic and manageable proportions. By the same token he has been a prime mover, guider, cajoler and sometimes "patron saint" to JMWAVE management in its massive job of bringing JMWAVE down from its ponderous proportions to a viable Clandestine Services "instrument" compatible and consistent with the present day needs of Cuban operations. In this endeavor Mr. Phillips' accomplishments have been of the first order.

(See attached sheet)

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 13 MAY 1968	SIGNATURE OF EMPLOYEE <i>William V. Broc</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 32	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 10 May 1968	OFFICIAL TITLE OF SUPERVISOR Deputy Chief, WHD	TYPED OR PRINTED NAME AND SIGNATURE <i>Jacob D. Esterline</i> Jacob D. Esterline
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
This is a very fine officer with one of the best potentials in WH Division. I believe the rater is somewhat carried away in his views. Mr. Phillips' career advancement has been closely observed in this Division and I do not believe he is falling behind in the promotion timetable. It is definitely expected he will be recommended next year (which is within the proper time frame,) if his current excellent performance continues.		
DATE 20 May 1968	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, WH Division	TYPED OR PRINTED NAME AND SIGNATURE <i>William V. Broc</i> William V. Broc

SECRET

SECRET

Fitness Report - David A. Phillips

SECTION C (Continued)

Most important however, and this is one of Mr. Phillips unique qualities, he has been able to bring about this drastic reduction and at the same time instill enthusiasm in his staff for new approaches to the ever more difficult Cuban target. His own infectious enthusiasm and his fine manner with co-workers and subordinates has made this possible. In short the Rating Officer believes he is the right man at the right time for the job he is in.

Mr. Phillips' relations with the Department of State and other agencies where it really counts are outstandingly good. He has in his short time back re-established his fine relationship with the manager of the Voice of America. This relationship will undoubtedly be of inestimable value in getting WH Division's new radio effort through the 303 Committee and into operation.

It is probably obvious to one reading this fitness report that the Rating Officer is well disposed towards Mr. Phillips. This is quite true. It in no way, however, affects the Rating Officer's opinion that Mr. Phillips is a man of considerable talent who for one reason or another has fallen at least one grade behind in the promotion timetable. The Rating Officer, therefore, trusts that this will be corrected in the near future. Mr. Phillips is a gentleman of breadth, drive, imagination and dedication. The Rating Officer considers Mr. Phillips to be one of the very best of the many fine officers he has known in his career in the Clandestine Services. In some ways he is unique in that he knows the business from the ground up, having started in [ ] (several assignments) and now having moved into the managerial area where he can speak with authority based on valid experience.

SECRET

Reviewed by OP/PD/EAB

S-E-C-R-E-T

## TRAINING REPORT

Chiefs of Station Seminar No. 1-70

80 hours, full time 6 - 17 October 1969

Participant : Phillips, David A. Office : WH  
Year of Birth: 1922 Service Designation: D  
Grade : 16 No. of Students : 8  
EOD Date : Apr '55

## COURSE OBJECTIVES, CONTENT AND METHODS


The COS Seminar is aimed to prepare prospective Chiefs and Deputy Chiefs of Station and Chiefs of Base for field assignments. Emphasis was upon the difficulties confronting Chiefs of small or medium-sized installations, since they must handle a peculiarly wide range of problems. Included were case studies serving to remind outgoing chiefs of various operational approaches and techniques, but more time was devoted to policy, coordination, management, reporting, and administrative responsibilities of the Chief of Station, both within CIA and in the government at large, at home and abroad.

The bulk of the course is given in lectures and question periods conducted by officials responsible for the missions, functions, programs, and services discussed. A few key items of suggested reading are included, and bibliographies of suggested reading tailored to the individual's assignment are offered for those who want them.

## ACHIEVEMENT RECORD

This is a certificate of attendance. No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:



OCT 24 1969

Date

S-E-C-R-E-T

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				024345	
<b>SECTION A</b>			<b>GENERAL</b>		
1. NAME (Last) <b>Phillips</b> (First) <b>David</b> (Middle) <b>A.</b>		2. DATE OF BIRTH <b>10/31/22</b>	3. SEX <b>M</b>	4. GRADE <b>GS-15</b>	5. SO <b>D</b>
6. OFFICIAL POSITION TITLE <b>Chief of Station</b>			7. OFF DIV OR OF ASSIGNMENT <b>DDP/WH/7</b>		
8. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. <b>May 1967</b>			12. REPORTING PERIOD (From - to) <b>1 April 1966 to 31 March 1967</b>		
<b>SECTION B</b>			<b>PERFORMANCE EVALUATION</b>		
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1  <b>Station management.</b>					RATING LETTER  <b>S</b>
SPECIFIC DUTY NO. 2  <b>Direction of the operational program.</b>					RATING LETTER  <b>O</b>
SPECIFIC DUTY NO. 3  <b>Liaison with other U. S. agencies.</b>					RATING LETTER  <b>S</b>
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, professional conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER  <b>O</b>

## SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Managerial performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

May 8 3 37 PM '67

Mr. Phillips is nearing completion of his tour of duty as Chief of Station, [REDACTED]. During the past several months he has had the difficult task of reorganizing his Station and redirecting its manpower following a major election operation. His task has been made more difficult by a series of almost weekly political or security crises which not only required intensive intelligence coverage but also frequently involved Station assets.

Mr. Phillips has done remarkably well in this difficult reorganizing process. It has in no way affected the volume or quality of Station reporting which remains very high. His critical analysis and in-depth interpretation of the rapidly changing political scene have been timely and useful.

The Station under his direction has aggressively undertaken the development of new FI and CI assets without losing momentum in existing operations. Also in a relatively short period of time effective security and countersubversion units within the host government internal security apparatus have been established.

(Cont'd)

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

SIGNATURE OF EMPLOYEE

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

20

Subject in the field.

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

5 April 1967

Deputy Chief, WHD

Jacob D. Esterline

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I concur with the rating and statements made concerning Mr. Phillips. He is one of the best. He will take over as Chief, Cuban Operations Group this summer and we can expect new impetus in this difficult denied area program. We are carefully observing his promotional progress and are making every effort that he advance in accordance with his excellent capabilities and potential.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

28 April 1967

Chief, WHD

William V. Broe

SECRET

~~SECRET~~

Fitness Report -- David A. Phillips

**SECTION C - (Cont'd)**

His relationships with the Ambassador and with representatives of other agencies are excellent and the high regard they accord him are reflected in the great confidence placed in him and his staff.

The overall management of the Station reflects careful consideration of manpower and money commitments. Mr. Phillips has taken the initiative in effecting savings wherever possible. In short he has turned in an aggressively outstanding performance under the most difficult imaginable conditions during the period under review.

~~SECRET~~

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER:	
				024345	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
PHILLIPS, David A.			31 Oct 22	M	GS-15 D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT 8. CURRENT STATION		
Opa Officer/Chief of Station			DDP/WH/DR		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			1 April 65 - 31 March 66		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Direction of Station CA program. DDP					O
SPECIFIC DUTY NO. 2					RATING LETTER
Direction of Station FI/CI efforts. DDP					S
SPECIFIC DUTY NO. 3					RATING LETTER
Liaison responsibilities with Embassy and other U.S. Government representatives. DDP					O
SPECIFIC DUTY NO. 4					RATING LETTER
Managerial responsibilities as Chief of Station.					S
SPECIFIC DUTY NO. 5					RATING LETTER
Cost consciousness.					S
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
16 JUN 1966					S



SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space needed to complete Section C, attach a separate sheet of paper.

Mr. Phillips brings to this assignment (his first as Chief of Station) a wealth of CA experience gained through many years of operating in the Western Hemisphere and other areas. As a propagandist and general CA operator he must rank high among all Agency personnel. Consequently, it was indeed fortunate that his assignment [redacted] came at a time when a person of his talent was badly needed. Arriving shortly after [redacted] he has had the difficult task of ferreting out information in great detail about an entirely new government, diplomatically handling the delicate coordinations with other U.S. Government agencies in a crisis and highly emotional situation, while administering a rapidly expanding station composed in large degree of young men long on initiative and intelligence but somewhat lacking in depth of experience. At present he is engaged in a fairly large and vastly important election operation which is of concern to the highest authorities of our government.

(Continued - See  
attached sheet)

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
9 months	Employee will see report upon his return to Headquarters	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
3 May 1966	Deputy Chief, WHD	<i>Jacob D. Esterline</i> Jacob D. Esterline
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I heartily endorse the rater's comments. The Santo Domingo Station, under the excellent leadership of Mr. Phillips, recently completed a most successful and significantly important political action operation. It was a well-done Station operation but great credit has to go to Mr. Phillips personally.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
14 June 1966	Chief, WHD	<i>William V. Broc</i> William V. Broc

SECRET

14-00000

Fitness Report - David A. Phillips

SECTION C - Continued:

Perhaps the outstanding quality which Mr. Phillips has demonstrated is his ability to "fire up" his people to produce at their maximum capacity. Another outstanding characteristic is his diplomatic manner of dealing with other officials. Of particular note is the fact that Subject's relationship with Ambassador [ ] of the OAS (who, in effect, has been the President's principal representative, [ ] [ ] are closer and more fruitful than the relationship of the Embassy with Ambassador [ ]. This has in no way damaged the close relationship Subject has with the Embassy and other government officials.

Subject had little managerial experience of the scope required by his present position prior to his arrival in [ ] nor had he had much experience in FI matters. He has adapted readily however, and he continued to broaden in these respects with the passage of time.

Cost consciousness is, of course, a relative thing. Mr. Phillips as a CA operator "thinks big." However, it is clear that he weighs heavily costs against anticipated results and expects to get a dollar return for each one spent. Overall Subject can be described as a very able person. His ability to maintain Station morale at a high level while producing at a very gruelling pace under difficult conditions is in itself an outstanding accomplishment. Mr. Phillips has been recommended for an Agency Award.

62 77

S E C R E T  
TRAINING REPORT

Chiefs of Station Seminar No. 3  
60 hours, half days

19 April - 7 May 1965

Participant	: PHILLIPS, David A.	Office	: MI
Year of Birth	: 1922	Service Designation	: -D
Grade	: GS-15	No. of Students	: 15
EOD Date	: April 1955		

**COURSE OBJECTIVES, CONTENT AND METHODS**

The COS Seminar aimed to prepare prospective Chiefs and Deputy Chiefs of Station, Chiefs of Base, and senior Chiefs of Support for field assignments. Emphasis was upon the difficulties confronting Chiefs of small or medium-sized installations, since they must handle a peculiarly wide range of problems. Included were case studies serving to remind outgoing chiefs of various operational approaches and techniques, but more time was devoted to policy, coordination, management, reporting, and administrative responsibilities of the Chief of Station, both within CIA and in the government at large, at home and abroad. Special attention was given to counterinsurgency.

The bulk of the course is given in lectures and question periods conducted by officials responsible for the missions, functions, programs, and services discussed, most of them being from within the Agency but several also from outside. A few key items of suggested reading are included, and bibliographies of suggested reading tailored to the individual's assignment are offered for those who want them.

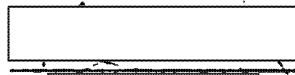
**ACHIEVEMENT RECORD**

This is a certificate of attendance.

Mr. Phillips attended the first half of the seminar being withdrawn at that point due to an operational emergency.

No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:

  
Acting Chief Instructor

*5/13/65*  
Date

S E C R E T

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-170. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item B. of Section A below.

SECTION A. <i>Phillips, David</i>		GENERAL	
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
<i>[Redacted]</i>	31 Oct. 1922	Male	<i>[Redacted]</i> DP
5. OFFICE DESIGNATION BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE		
<i>[Redacted]</i> DDP/WM	Staff agent <i>[Redacted]</i> Oper/PP		
7. GRADE	8. DATE REPORT MADE IN OF	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-14	August 9, 1956	9 February 1956 - 14 September 1956	
10. TYPE OF REPORT (Check one)	11. REASSIGNMENT SUPERVISOR		
<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> ANNUAL		
	REASSIGNMENT EMPLOYEE		
	SPECIAL (Specify)		

SECTION B. CERTIFICATION	
1. FOR THE RATER: THIS REPORT <input checked="" type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN EXPLAIN WHY NOT.	

A. CHECK (X) APPROPRIATE STATEMENTS:	
<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "E" IN C1 OR D A WARNING LETTER HAS BEEN SENT TO HIM OR A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
19 Sept. 1956	<i>[Redacted]</i>	Chief of Station

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

TESTED BY  
JFK/10/3/56

BY DATE  
Posted Pos Control *[Redacted]* 9/27/56  
Reviewed by PUD *[Redacted]*

☐ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
25 Sept '56	<i>[Redacted]</i>	C/WMD

## SECTION C. JOB PERFORMANCE EVALUATION

## 1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- |                               |  |
|-------------------------------|--|
| 5<br>NEXT<br>RATING<br>NUMBER | 1 - DOES NOT PERFORM DUTIES ADEQUATELY. HE IS INCOMPETENT.   |
|                               | 2 - BARELY ADEQUATE IN PERFORMANCE. ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. |
|                               | 3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY. OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.  |
|                               | 4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.  |
|                               | 5 - A FINE PERFORMANCE. CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.   |
|                               | 6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.              |

COMMENTS:

SECRET

Performance

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																														
<p><b>DIRECTIONS:</b></p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during rating period. Place the most important first. In the case of more than one rating period, indicate the rating period.</p> <p>b. Rate performance on each specific duty in terms of effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty. Do not rate as supervisors those who supervise a secretary only.</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>MAIL ROOM</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>BRIEFING SOURCES</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td></td> <td></td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM	GIVING LECTURES	DEVELOPS NEW PROGRAMS	CONDUCTS INTERROGATIONS	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	PREPARES SUMMARIES	WRITING TECHNICAL REPORTS	MANAGES FILES	TRANSLATES GERMAN	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	BRIEFING SOURCES	TYPING	COORDINATES WITH OTHER OFFICES	KEEPS BOOKS	TAKING DICTATION	WRITES REGULATIONS	DRIVES TRUCK	SUPERVISING	PREPARES CORRESPONDENCE	MAINTAINS AIR CONDITIONING			EVALUATES SIGNIFICANCE OF DATA
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		EVALUATES SIGNIFICANCE OF DATA																												
<p><b>DESCRIPTIVE RATING NUMBER</b></p> <table border="0"> <tr> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>4 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>5 - EXCELLED ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td></td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</td> <td></td> </tr> </table>				1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	4 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	5 - EXCELLED ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY		4 - PERFORMS THIS DUTY IN A COMPETENT MANNER		5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB																		
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4 - PERFORMS THIS DUTY IN A COMPETENT MANNER																														
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB																														
SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER																											
Supervises KUCAGE projects	4	Supervises staff agents	4																											
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER																											
Develops new KUCAGE programs	4	Spots and develops contacts	4																											
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER																											
Has and uses Area Knowledge	5	Prepares progress reports	4																											
<p><b>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</b></p> <p><b>DIRECTIONS:</b> Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>This officer has ability, talent, area knowledge, understanding of the people and experience in his field. In the initial six months covered by this report he has adjusted remarkably well to a difficult cover situation with a minimum of station support and guidance.</p>																														
<p><b>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</b></p> <p><b>DIRECTIONS:</b> Take into account here everything you know about the individual....productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents....and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td rowspan="7"> <div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div> </td> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE. BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table> <p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES, EXPLAIN FULLY:</p>				<div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div>	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW	3 - A BARELY ACCEPTABLE EMPLOYEE. BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																			
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	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																													

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the (A) no later than 30 days after the due date indicated in item 8 of Section "F" below.

SECTION E. <i>Philip</i> <i>Phillips</i> <i>(Middle)</i> GENERAL			
1. NAME (Last, First, Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
<i>[Redacted]</i>	31 Oct. 1922	Male	<i>[Redacted]</i> DP
5. OFFICIAL DESIGNATION OR ASSIGNMENT	6. OFFICIAL POSITION TITLE		
<i>[Redacted]</i> DDP/101	Staff agent - <i>[Redacted]</i> Up/Off (PPI)		
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive Dates)	
GS-14	9 August 1956	9 February 1956 - 14 September 1956	
10. TYPE OF REPORT (Check one)	11. SPECIAL (Specify)		
<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
<input type="checkbox"/> ANNUAL			

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
19 Sept. 1956	<i>[Redacted]</i>	Chief of Station
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
25 Sept '56	<i>[Redacted]</i>	C/1010

SECTION G. ESTIMATE OF POTENTIAL	
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
5	1. ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 2. HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 3. MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES 4. READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES 5. WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING 6. ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL 7. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL	
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.	

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1	BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2	BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3	BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL
	2
	3
	3
2	
2	
3	
	OTHER (Specify)

FORM NO. 45 (Part II)  
1 NOV 55REPLACES PREVIOUS EDITIONS  
OF FORMS 45 AND 45A WHICH  
ARE OBSOLETE

SECRET

Potential

(4)

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION  
**Six months**

4. COMMENTS CONCERNING POTENTIAL  
 This officer is a natural CONTROLLER DIV more responsible for future unofficial or staff assignments. He is qualified for

OFFICE OF PERSONNEL  
 OCT 27 3 16 PM '56  
 MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

None at present.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

As senior KUCAGE officer, better knowledge of Station procedures and practices would be helpful.

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL.

CATEGORY NUMBER

1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE  
 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE  
 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE  
 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE  
 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	5	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	5	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. BOKES WELL UNDER PRESSURE
5	5. STUDIES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT SPOONFEEDING SUPPORT	4	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
4	8. HAS MEMORY FOR FACTS	4	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

**SECRET**  
(When Filled In)

### FITNESS REPORT

The Fitness Report is an important factor in agency personnel management. It seeks to provide:

1. The agency selection board with information of value when considering the application of an individual for membership in the career service; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

#### INSTRUCTIONS

**TO THE ADMINISTRATIVE OR PERSONNEL OFFICER:** Consult current administrative instructions regarding the initiation and transmittal of this report.

**TO THE SUPERVISOR:** Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

*S. 1st due date Apr 57 H*

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

#### SECTION I (To be filled in by Administrative Officer)

1. NAME (Last) <b>PHILLIPS,</b>	(First) <b>David</b>	(Middle) <b>A.</b>	2. DATE OF BIRTH <b>Oct '22</b>	3. SEX <b>M</b>	4. CAREER DESIGNATION <b>DP</b>
5. DATE OF ENTRANCE ON DUTY <b>1 April 1955</b>	6. OFFICE ASSIGNED TO <b>PP</b>	7. DIVISION <b>Information Coordination</b>	8. BRANCH		
9. NATURE OF ASSIGNMENT <input checked="" type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> FIELD	10. IF FIELD, SPECIFY STATION:			11. GRADE <b>GS-14</b>	
12. DATE THAT THIS REPORT IS DUE <b>1 January 1956</b>	13. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>1 April 1955 - 1 January 1956 (Initial)</b>				

#### SECTION II (To be filled in by Supervisor)

1. CURRENT POSITION <b>Ops. Off. (PP) Radio &amp; Television Officer, PP/ICD</b>	2. DATE ASSUMED RESPONSIBILITY FOR POSITION <b>1 April 1955</b>
---	--

3. WHAT SPECIFIC ASSIGNMENTS OR TASKS ARE TYPICAL OF THOSE GIVEN TO HIM DURING THE PAST THREE TO SIX MONTHS (List in order of frequency):

Advising and assisting operating divisions in development, effective management and supervision of radio broadcasting facilities.

Maintaining liaison with Department of State and USIA on radio matters.

Collaboration with the Office of Communications in development of unconventional techniques for broadcasting and jamming evasion.

Preparation of staff study on proposed use of the television medium.

DATE  
18 JAN 1956  
Period For Review  
2016

READ THE ENTIRE FORM BEFORE ATTEMPTING TO COMPLETE ANY ITEM

#### SECTION III

I certify that, during the latter half of the period covered by this report, I have discussed with the rated individual the manner in which he has performed his job and provided suggestions and criticisms wherever needed. I believe that his understanding of my evaluation of his performance is consistent with my evaluation of him as evidenced by this fitness report and I have informed him of his strengths, weaknesses, and on-the-job effectiveness. If performance during the report period has been unsatisfactory, there is attached a copy of the memorandum notifying him of unsatisfactory performance.

This report ☒ has ☐ has not been shown to the individual rated.

THIS DATE <b>6 January 1956</b>	NAME AND SIGNATURE OF RATER (Employee's immediate supervisor) <b>John G. Shaffer, Chief, PP/ICD</b>
------------------------------------	--

I HAVE REVIEWED THIS REPORT (Comments, if any, are reflected by attached memorandum)	NAME AND SIGNATURE OF REVIEWING OFFICIAL (Official next higher in line of authority)
--	--

THIS DATE <b>19 Jan 56</b>	NAME AND SIGNATURE OF REVIEWING OFFICIAL (Official next higher in line of authority)
-------------------------------	--



## SECRET

(When Filled In)

## SECTION IV

This section is provided as an aid in describing the individual. Your description is not satisfactory in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words should be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. The statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS	NOT OR SERVED	CATEGORIES				
		DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.			X			
B. PRACTICAL.					X	
1. A GOOD REPORTER OF EVENTS.				X		
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.					X	
3. CAUTIOUS IN ACTION.				X		
4. HAS INITIATIVE.					X	
5. UNEMOTIONAL.	X					
6. ANALYTIC IN HIS THINKING.					X	
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.					X	
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.						X
9. HAS SENSE OF HUMOR.					X	
10. KNOWS WHEN TO SEEK ASSISTANCE.				X		
11. CALM.				X		
12. CAN GET ALONG WITH PEOPLE.						X
13. MEMORY FOR FACTS.				X		
14. GETS THINGS DONE.					X	
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.				X		
16. CAN COPE WITH EMERGENCIES.					X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.				X		
18. HAS STAMINA. CAN KEEP GOING A LONG TIME.						X
19. HAS WIDE RANGE OF INFORMATION.					X	
20. SHOWS ORIGINALITY.				X		
21. ACCEPTS RESPONSIBILITIES.					X	
22. ADMITS HIS ERRORS.	X					
23. RESPONDS WELL TO SUPERVISION.					X	
24. EVEN DISPOSITION.						X
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.					X	

SECRET

**SECRET**

**SECRET**  
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:  
 Strengths indicated above easily outweigh the few characteristics of the subject is average. OFFICE of the  
PERSONNEL

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, JAN 16 3 47 PM '56

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL? MAIL ROOM  
 Operations Familiarization course.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):  
 None

#### SECTION VI

*Read all descriptions before rating. Place "X" in the most appropriate box under subsections A, B, C, and D.*

<p><b>A. DIRECTIONS:</b> Consider only the skill with which the person has performed the duties of his job and rate him accordingly.</p> <p><input type="checkbox"/> 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.</p> <p><input type="checkbox"/> 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.</p> <p><input type="checkbox"/> 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.</p> <p><input type="checkbox"/> 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.</p> <p><input checked="" type="checkbox"/> 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.</p> <p><input type="checkbox"/> 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.</p> <p>IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES. IF YES, WHAT?        Better qualified for field assignment in WA area only because such assignment can utilize his language and area experience in addition to utilizing the characteristics that have made him a successful staff officer.</p> <p><b>B. DIRECTIONS:</b> Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.</p> <p><input type="checkbox"/> 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.</p> <p><input type="checkbox"/> 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.</p> <p><input type="checkbox"/> 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.</p> <p><input checked="" type="checkbox"/> 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.</p> <p><input type="checkbox"/> 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.</p> <p><input type="checkbox"/> 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.</p>	<p><b>C. DIRECTIONS:</b> Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the agency.</p> <p><input type="checkbox"/> 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE AGENCY AT THE FIRST OPPORTUNITY.</p> <p><input type="checkbox"/> 2. HAS STRONG NEGATIVE ATTITUDE TOWARD AGENCY... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.</p> <p><input type="checkbox"/> 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE AGENCY... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.</p> <p><input type="checkbox"/> 4. HIS ATTITUDE TOWARD THE AGENCY IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.</p> <p><input type="checkbox"/> 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD AGENCY... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR AGENCY... THINKS IN TERMS OF A CAREER IN THE AGENCY.</p> <p><input checked="" type="checkbox"/> 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE AGENCY... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE AGENCY.</p> <p><input type="checkbox"/> 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE AGENCY... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE AGENCY.</p> <p><b>D. DIRECTIONS:</b> Consider everything you know about this person in making your rating, skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.</p> <p><input type="checkbox"/> 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.</p> <p><input type="checkbox"/> 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.</p> <p><input type="checkbox"/> 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.</p> <p><input type="checkbox"/> 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE AGENCY.</p> <p><input type="checkbox"/> 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.</p> <p><input checked="" type="checkbox"/> 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE AGENCY.</p> <p><input type="checkbox"/> 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE AGENCY.</p>
---	---

**SECRET**

MEMORANDUM FOR

PP/C/100

ATTENTION : Training Officer

SUBJECT : Attendance at PPS In-Service-Training Series  
10 January to 20 March 1956

REFERENCE : Memorandum for Chiefs, Senior Staffs and Area  
Divisions, and Chief, 10 Division from CPP,  
subject: "Seminar on Preparation and Processing  
of PP/PN Projects" dated 19 December 1955.

1. David Phillips attended the lectures in the subject  
series which commenced from 10 Jan to 20 March, 1956.  
During this period, instruction in "Preparation and Processing of  
PP/PN Projects" was given as follows:

a. INTRODUCTION

b. PROJECT DOCUMENTATION

Step-by-step explanation of items in project outline format.

c. PROJECT REVIEW AND COORDINATION

Step-by-step officers should take in determining extent of  
coordination of projects. Importance of discussion with  
Senior Staff in draft stage.

d. PROJECT APPROVAL SYSTEM

e. PROJECT RE-ENTRY

f. PROJECT AND COORDINATION

g. PROJECT REVIEW

Officers were required to study the following references,  
prior to attending the lectures:

1. PROJECT REVIEW

2. PROJECT REVIEW  
COMMISSION & PROJECTS TO THE PROGRAM  
MANAGEMENT COMMITTEE, dated 1 April 1955

3. PROJECT REVIEW  
COMMISSION & PROJECTS TO THE PROGRAM  
MANAGEMENT COMMITTEE, dated 1 April 1955

Continued

-2-

(3) OSI 250-72

THE CHARACTER SERVICES REPORTING  
SYSTEMS DIVISIONS, CHAPTER II.  
THE MONTHLY COST STATUS REPORT,  
dated 8 June 1957.

## b. REFERENCES CONTAINED:

- (1) R 250-100 - AGENCY ACTIVITIES AND ANAL SYSTEMS,  
dated 3 March 1955
- (2) R 250-131 - REQUEST REVISED COMMITTEE, dated  
10 March 1955
- (3) R 250-131 - PROPOSAL FOR REMOVAL OF THE  
COST STATUS REPORTING, dated  
1 April 1955
- (4) OSI 250-1 - THE CHARACTER SERVICES REPORTING  
SYSTEMS, dated 10 June 1955
- (5) OSI 250-30 - CHARACTER SERVICES REPORTING SYSTEMS,  
dated 10 June 1955
- (6) OSI 250-30 - OPERATIONAL INSTRUCTIONS FOR REPORTING,  
dated 7 December 1955

The information is provided to permit appropriate recording of  
the activities received by the employee named in paragraph 1, above.

John H. [unclear]

Chief

John H. [unclear]

Chief

✓

## S E C R E T

## TRAINING EVALUATION

READING IMPROVEMENT COURSE # 26

## SECTION I: IDENTIFYING INFORMATION

Name	Sex	Dates of Course	No. of Students
Phillips, David A.	M	24 October-9 December 1955	23
Date of Birth	EOB Date	Grade or Rank	Office
31 October 1922	2 April 1955	GS-14	ICD/PP
Projected Assignment or Present Position			

PP Officer

## SECTION II: OBJECTIVES OF THE COURSE

The Reading Improvement Course is designed to increase the reading efficiency of Agency employees by developing their speed and level of comprehension through (1) extending the range of reading techniques, (2) adjusting rate of reading to comprehension requirements and (3) improving perceptual habits.

## SECTION III: SPECIFIC CHARACTERISTICS OF THE COURSE

The course consists of 30 class hours, one hour a day, 5 days a week. 9 hours are devoted to lectures and practice exercises, 12 hours to speed reading practice and 9 hours to specific perception techniques.

Each student's reading skills are analyzed at the beginning of the course and the student then concentrates on the development of those skills in which he is deficient or those which are most frequently demanded by the nature of his office reading.

## SECTION IV: METHOD OF EVALUATION

Student achievement is measured by an initial and final test battery and class exercises. Two sets of norms have been developed on the test battery. Group I represents the scores of 400 Agency employees, 84% of whom had four or more years of college. Group II represents the scores of 94 Agency employees with two years or less of college training. Section V contains a description of the tests and exercises. Section VI indicates the student's skill level and Section VII includes the student's over-all achievement and the instructor's comments.

S E C R E T

1. **READING COMPREHENSION TESTS:** Measure speed and accuracy of basic comprehension skills. Complete and objective understanding, analysis, and interpretation are required in these tests.
2. **EXTENSIVE (informational) READING TESTS:** Measure the degree of proficiency in the application of extensive reading skills to acquire broader frames of reference.
3. **LITENSIVE (technical) READING TESTS:** Measure the ability to acquire the basic knowledge of a new subject.
4. **SCANNING TESTS:** Measure efficiency in the application of scanning skills for the selection of information, for identification of the main idea, and for organization.

This student is being compared with the following norm group:  
Group I - Four or more years of college  
Group II - Two or less years of college

	Fail	Poor	Sat.	Exc.	Sup.
Basic Comprehension Skills					
Extensive Techniques					
Intensive Techniques					
Scanning Techniques					

In consideration of all factors observed during the course and taking into account this student's experience, profession, age and education, an "A" in one of the boxes shows the student's over-all achievement in the course.

FAIL	POOR	MINUS	SATISFACTORY	PLUS	EXCELLENT	SUPERIOR
------	------	-------	--------------	------	-----------	----------

0 0 1 0

Inadequate in performance since Demon-	Barely acceptable but adequate in some skills	Performed acceptably	A typically effective student who performed in a competent manner.	Performed at a high level of competence	Performed at an extremely high level that only a few students have surpassed.
--	---	----------------------	--	---	---

COMMENTS:

**Incomplete - 5 hours Overseas assignment**

FOR THE DIRECTOR OF TRAINING:

**S E C R E T**

Chief Instructor

DESIGNATION OF BENEFICIARY  
FEDERAL EMPLOYEES GROUP LIFE  
INSURANCE PROGRAM

**IMPORTANT**  
Read instructions  
on back of duplicate  
before filling in this form

INFORMATION CONCERNING THE INSURED:

NAME (Last) (First) (Middle) DATE OF BIRTH (Month, day, year)  
Phillips, David A.

PLACE AN "X" IN THE APPROPRIATE BOX BELOW TO SHOW WHETHER YOU ARE.

☐ AN EMPLOYEE ☒ RETIRED OR AN APPLICANT FOR RETIREMENT ☐ RECEIVING FEDERAL EMPLOYEES' COMPENSATION BENEFITS OR AN APPLICANT FOR SUCH BENEFITS

IF YOU ARE RETIRED OR RECEIVING FEDERAL EMPLOYEES' COMPENSATION BENEFITS OR AN APPLICANT FOR SUCH BENEFITS, GIVE YOUR "CSA," "CSL," "A," or "X" NUMBER

(CSA, CSL, A, or X number)

DEPARTMENT OR AGENCY IN WHICH PRESENTLY EMPLOYED (If retired, former department or agency):

Central Intelligence Agency

(Department or agency)

(Bureau)

(Division)

Langley, Va.

(Location—City, State, and ZIP Code)

I, the individual identified above, canceling any and all previous Designations of Beneficiary under the Federal Employees Group Life Insurance Program heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any amount of LIFE INSURANCE and ACCIDENTAL DEATH INSURANCE due and payable at my death. I understand that this Designation of Beneficiary will remain in full force and effect, with respect to any amount payable, unless or until canceled by me in writing, or until such time as it is automatically canceled (see regulation "f" on reverse side of duplicate copy).

INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES (SEE EXAMPLES OF DESIGNATIONS):

Type or print first name, middle initial, and last name of each beneficiary	Type or print address (including ZIP Code) of each beneficiary	Relationship	Share to be paid to each beneficiary
VIRGINIA S. PHILLIPS	8224 FORT TRAIL DR. BETHESDA, MD. 20034	WIFE	All
FOR DISTRIBUTION ACCORDING TO MY WILL. <u>DL</u>			

For each type of insurance (regular and optional): (1) I hereby direct, unless otherwise indicated above, that if more than one beneficiary is named, the share of any beneficiary who may predecease me shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. (2) I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is living at the time of my death.

I hereby specifically reserve the right to cancel or change this Designation of Beneficiary at any time without knowledge or consent of the beneficiary.

(Date of execution—month, day, year)

(Signature of insured)

WITNESSES TO SIGNATURE (A witness is ineligible to receive payment as a beneficiary):

Bladip S. Neve 1218 Cronos St. Alex. Va. 22314  
(Signature of witness) (Number and street) (City, State, and ZIP Code)  
Nancy B. Johnson 401 7th St. N. Vienna Va 22180  
(Signature of witness) (Number and street) (City, State, and ZIP Code)

PRINT OR TYPE NAME AND ADDRESS (including ZIP Code) OF INSURED

THIS SPACE IS RESERVED FOR RECEIVING AGENCY

PERSONNEL  
OFFICE OF  
MAY 6 4 28 PM '75  
BRANCH  
PERSONAL AFFAIRS

(Indicate date and by whom received)

SEE REVERSE SIDE OF DUPLICATE COPY FOR INSTRUCTIONS ON WHERE TO FILE THESE FORMS.  
DO NOT FILE WITH THE OFFICE OF FEDERAL EMPLOYEES GROUP LIFE INSURANCE.



ADMINISTRATIVE  
Internal Use Only

# REPORT OF SERVICE ABROAD

FILE  
PUNCHED  
BY *S/E*

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO.

NAME

LAST

FIRST

MIDDLE

024345

PHILLIPS

DAVID

A

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38 39		40-42

## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37	38 39		40-42
11	03	74	11	15	74		2		EUR	801

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

## SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

DOCUMENT DATE/PERIOD

REMARKS

PREPARED BY

DCO

C & L DIVISION, CTBB.

C & T DIVISION

REPORT ANNOTATED ON  
CONTROL DOCUMENT

DATE

2/14/75

ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE  
DOCUMENT CITED

SIGNATURE

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

**ADMINISTRATIVE**  
Internal Use Only

**REPORT OF SERVICE ABROAD**

**FILE  
PUNCHED  
BY**

**TO:** Office of Personnel, Control Division, Statistical Reporting

**SERIAL NO.**

**NAME**

**LAST**

**FIRST**

**MIDDLE**

024345

(Print)

Phillips

7-24

24110

**INSTRUCTIONS**

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION. REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58 FOR SED.

**PCS DATES OF SERVICE**

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		CODE		COUNTRY		CODE	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic)	2 - TDY (Basic)	37	38-39			40-42	
25-26	27-28	29-30	31-32	33-34	35-36	3 - CORRECTION	4 - CORRECTION						
						5 - CANCELLATION							

**TDY DATES OF SERVICE**

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		CODE		AREA(S)		CODE	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	CODE	37	38-39	-9 Area	CODE	40-42	
25-26	27-28	29-30	31-32	33-34	35-36								
1-2	3	74	12	15	74		2					311	

**OFFICE OF PERSONNEL USE ONLY - PUNCH AREA**

**SOURCE DOCUMENT AND CERTIFICATION**

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

DOCUMENT DATE/PERIOD

13-15 Dec 74

REMARKS

PREPARED BY

REPORT ANNOTATED ON  
CONTROL DOCUMENT

ABOVE DATA CERTIFIED ☒ BASED UPON SOURCE  
DOCUMENT - YES

☒ C & L DIVISION, CYBR

DATE

6 Feb 75

SIGNATURE

C & Y DIVISION

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

**FILE COPY OF STANDARD FORM 56**  
**"AGENCY CERTIFICATION OF INSURANCE STATUS—**  
**FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"**

**on file with the Retirement Operations Branch,**  
**Office of Personnel (x3257).**

# **ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE** FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT**  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL

## **TO COMPLETE THIS FORM—**

**1**

### **FOLLOW THESE GENERAL INSTRUCTIONS:**

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in **BOTH COPIES** of the form. Type or use ink.
- Do not detach.

**2**

### **FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):**

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
Phillips	David	Atlee	October 31 1922	
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, Zip Code)	

HAVE YOU EVER BEFORE FILED AN "ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE"? ☐ YES ☒ NO  
If "YES" your last such form remains in effect and you should not file this new form unless you want to change the old one. (See Instructions for Employees on page 4) *Not to be kept on my record, but I cannot remember positively.*

**3**

### **MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):**

Mark here  
if you  
**WANT BOTH**  
optional and  
regular  
insurance

☒  
(A)

#### **ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here  
if you  
**DO NOT WANT**  
OPTIONAL but  
do want  
regular  
insurance

☐  
(B)

#### **DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE**

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here  
if you  
**WANT NEITHER**  
regular nor  
optional  
insurance

☐  
(C)

#### **WAIVER OF LIFE INSURANCE COVERAGE**

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

**4**

### **DATE AND SIGN. RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

*David Atlee Phillips*

DATE

20 March 1970

### **FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

Received March 20, 1970

Personnel Officer

See Table of Effective Dates on back of Original

**ORIGINAL COPY—Retain in Official Personnel Folder**

STANDARD FORM No. 178  
April 1964  
FPMR Supplement 870-1  
170-102

SECRET

# **ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE** FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL**

## **TO COMPLETE THIS FORM—**

### **1 FOLLOW THESE GENERAL INSTRUCTIONS:**

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

### **2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):**

NAME (last) (first) (middle)  
Phillips David Atlee 024345

EMPLOYING DEPARTMENT OR AGENCY

DATE OF BIRTH (month, day, year)

31 Oct 1922

LOCATION (City, State, ZIP Code)

SOCIAL SECURITY NUMBER

### **3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):**

Mark here  
if you  
**WANT BOTH**  
optional and  
regular  
insurance



#### **ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here  
if you  
**DO NOT WANT**  
OPTIONAL but  
do want  
regular  
insurance



#### **DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE**

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here  
if you  
**WANT NEITHER**  
regular nor  
optional  
insurance



#### **WAIVER OF LIFE INSURANCE COVERAGE**

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

### **4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

*David Atlee Phillips*

DATE

13 February 1968

#### **FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

RECEIVED  
PERSONNEL  
FEB 19 2 31 PM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM No. 170-2  
(MAY 1964)  
(For use only until April 14, 1968)  
170-101

REPORT OF HONOR AND MERIT AWARDS BOARD				DATE	
The Honor and Merit Awards Board having considered a recommendation that:				11 March 1975	
SERIAL OR ID NO.	NAME (Last-First-Middle)	BIRTHYEAR	SEX	TYPE EMPLOYEE	
024345	PHILLIPS, David A.	1922	M	Staff	
OFFICE OF ASSIGNMENT	SD	SCHEDULE	GRADE	STATION	
DDO/LA	D	GS	18		
BE AWARDED					
Distinguished Intelligence Medal					
<input type="checkbox"/> FOR HEROIC ACTION ON					
<input checked="" type="checkbox"/> FOR MERITORIOUS SERVICE OR ACHIEVEMENT DURING THE PERIOD: 1953 - Present					
<input checked="" type="checkbox"/> RECOMMENDS APPROVAL					
<input type="checkbox"/> DOES NOT RECOMMEND APPROVAL					
<input type="checkbox"/> RECOMMENDS AWARD OF					
UNCLASSIFIED CITATION					
<p>Mr. David A. Phillips is hereby awarded the Distinguished Intelligence Medal in recognition of his outstanding service to the Central Intelligence Agency for more than 22 years. Throughout his career Mr. Phillips has held a series of highly important positions in Headquarters and overseas, including four assignments as Chief of Station. In each instance his superior accomplishments were marked by his broad area knowledge, initiative, drive and imagination. His most recent assignment as Chief of a major division is further evidence of his exceptional capability. Mr. Phillips' efforts during his career constitute a major contribution to the mission of the Agency, reflecting great credit on him and the Federal service.</p>					
REMARKS					
(Recommendation approved by DD/O on 5 March 1975)					
APPROVED			SIGNATURE		
[Signature] Vernon A. Walters DEPUTY DIRECTOR OF CENTRAL INTELLIGENCE 31 March 1975 DATE			[Signature] F. W. M. Janney TYPED NAME OF CHAIRMAN, HONOR AND MERIT AWARDS BOARD F. W. M. Janney SIGNATURE [Signature] TYPED NAME OF RECORDER R. L. Austin, Jr.		

( ) **SECRET** ( )

OPF

CLASSIFICATION

RECOMMENDATION FOR HONOR OR MERIT AWARD (Submit in triplicate - see HR 10-37)				
<b>SECTION A</b>				
1. EMPLOYEE NO. <b>024345</b>		2. NAME OF PERSON RECOMMENDED (Last, First, Middle) <b>Phillips, David A.</b>		3. POSITION TITLE <b>Division Chief</b>
4. GRADE <b>GS-18</b>	5. SD <b>D</b>	6. OFFICE OF ASSIGNMENT <b>DDO/LA</b>	7. RECOMMENDED AWARD <b>Distinguished Intelligence Medal</b>	
8. INCLUSIVE DATES FOR WHICH RECOMMENDED <b>1953 - May 1975</b>		9. IF RETIRING, DATE OF RETIREMENT <b>9 May 1975</b>		10. POSTHUMOUS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
11. HOME ADDRESS <b>8224 Stone Trail Drive Bethesda, Maryland</b>			12. HOME PHONE <b>365-0527</b>	
<b>SECTION B</b>				
LIST ANY PERSONNEL GIVEN AN AWARD OR RECOMMENDED FOR AWARD WHO ASSISTED IN THE ACT OR PARTICIPATED IN THE PERFORMANCE.				
13. FULL NAME		14. TYPE OF AWARD		
<b>SECTION C</b>				
ATTACH NARRATIVE DESCRIPTION OF PERFORMANCE OR SERVICE WARRANTING AWARD, ANY SUPPORTING DOCUMENTS AND A PROPOSED, UNCLASSIFIED CITATION.				
<b>SECTION D</b>				
15. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOMMENDATION <b>William E. Nelson Deputy Director for Operations</b>			DATE	
16. HEAD OF <u>  D  </u> CAREER SERVICE (Career service of nominee)			TITLE AND SIGNATURE <b>See Item #18</b>	DATE
17. DEPUTY DIRECTOR OF CAREER SERVICE			TITLE AND SIGNATURE <b>See Item #18</b>	DATE
18. DEPUTY DIRECTOR OF OPERATING COMPONENT			TITLE AND SIGNATURE <b>Deputy Director for Operations</b>	DATE
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div>FORM 10-73, 600 OBSOLETE PREVIOUS EDITIONS</div> <div>CLASSIFICATION <b>SECRET</b></div> <div>E-2, IMPDET CL. FY: _____ (4)</div> </div>				

SECRET

OFF

Mr. David A. Phillips is retiring after a distinguished career with the Agency. He has been an employee of the Agency since 1951 when he initially joined as a Contract employee. He served with distinction in [redacted] Mexico City, [redacted] and [redacted]. His excellent command of [redacted] has enhanced each of his assignments in Latin America. A true DDOer, fifteen years of this glorious and active career were spent overseas. His outstanding dedication and devotion to the cause of freedom won for him in 1956, the Intelligence Medal of Merit. His file is replete with letters of commendation and appreciation from the DCI, DDCI, the former [redacted] Ambassadors, and military commanders, all of whom recognized the uniqueness of his outstanding service. Mr. Phillips has been highly effective as a senior member of the Latin American Division which has been under his immediate command since 1973. An excerpt from a late fitness report nicely characterizes the caliber of his work. "It is as a senior operations officer that Mr. Phillips has had the greatest experience, and it is not surprising that he has made an excellent input into the improvement of operational matters throughout the many areas of this hemisphere for which he is responsible." Mr. Phillips will be remembered for his initiative, drive and imagination, and for the excellence of his representational responsibilities which in large part is attributable to his native charm, area knowledgeability and superb language skills. He will be remembered for his intent capability and desire to fulfill the needs of the Organization. It is fitting and proper that upon his retirement, Mr. Phillips be recognized with the award of the Distinguished Intelligence Medal.

SECRET



**CONFIDENTIAL**Daniel A. Phillips

5 JUN 1974

Dear Dave,

You have just finished an important albeit grueling GS-16 Evaluation Exercise at my direction. The recommendations for promotion and executive development you gave me were a major factor in my recommendations to the Director for the upward movement of officers who will be the top management cadre of the Directorate in the near future.

I believe you will find that the last several weeks will have sharpened your focus on one of our most important management responsibilities, our personnel. Many thanks for a job well done.



William E. Nelson  
Deputy Director for Operations

E2 IMPDET CL BY 056788

**CONFIDENTIAL**

SECRET

(When Filled In)

## REPORT OF SERVICE ABROAD

TO:

Office of Personnel, Transactions and Records Branch, Status Section

FILE  
PUNCHED  
BY *W*

SERIAL NO.

NAME

LAST

FIRST

MIDDLE

024345 *Philips* *DAVID*

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS ( <i>Basic</i> ) 2 - CORRECTION 3 - CANCELLATION	37	38 39		40-42

## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - TDY ( <i>Basic</i> ) 2 - CORRECTION 3 - CANCELLATION	37	38 39	WESTERN Hemisphere	40-42
1	1	1	7	3	7		2			8 11

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

2 IMPDET CL BY *W*

## SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER ( <i>Specify</i> )	

DOCUMENT IDENTIFICATION NO.

LHM B70 1/74

DOCUMENT DATE/PERIOD

11/1 - 12/4/73

REMARKS

PREPARED BY	<input checked="" type="checkbox"/> REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE	
<input checked="" type="checkbox"/> C & L DIVISION, CTBR.	1/23/74	
<input checked="" type="checkbox"/> C & T DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

**SECRET**  
(When Filled In)

### REPORT OF SERVICE ABROAD

**TO:** Office of Personnel, Transactions and Records Branch, Status Section

**SERIAL NO.**

**NAME**

**LAST**

**FIRST**

024345

Phillips

David

**FILE**  
**PUNCHED**  
**BY** *1/23/74*

#### INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 50, REVISED.

#### PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38 39		40-42

#### TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREAS	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37	38 39	WESTERN Hemisphere	40-42
11	29	73	12	04	73		2			811

#### OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

2 IMPROVED CL BY *6/22/77*

#### SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. *WH BTO #1/74* DOCUMENT DATE/PERIOD *11/11 - 12/4/73*

REMARKS

PREPARED BY	<input checked="" type="checkbox"/> REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE <i>1/23/74</i>	
<input checked="" type="checkbox"/> C & L DIVISION, CYBR.		
<input checked="" type="checkbox"/> C & Y DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER



**SECRET**  
(When Filled In)

# REPORT OF SERVICE ABOARD

**PUNCHED  
BY**

**TO:** Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO.	NAME		
	LAST	FIRST	MIDDLE
034345	PHILLIPS	DAVID	A

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 39, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38 39		40-42
			06	29	72		1			090

## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37	38 39		40-42

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

## SOURCE DOCUMENT AND CERTIFICATION

<input type="checkbox"/> TRAVEL VOUCHER	<input checked="" type="checkbox"/> DISPATCH
<input checked="" type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. 646685	DOCUMENT DATE/PERIOD 27 JUL 1972
------------------------------------	----------------------------------

REMARKS
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PREPARED BY	REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE 25 SEPT 72	SIGNATURE
C & L DIVISION, CTUR.		
C & T DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET  
(When Filled In)

## SERVICE ABROAD AGREEMENT

### I. GENERAL

IT IS UNDERSTOOD THAT YOU AGREE TO SERVE THE PERIOD OF SERVICE ABROAD PRESCRIBED IN SECTION II BELOW AND THAT THE GOVERNMENT IS OBLIGATED TO RETURN YOU, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS UPON THE SATISFACTORY COMPLETION OF THIS PERIOD. YOUR ALLOWABLE EXPENSES WILL BE DETERMINED IN ACCORDANCE WITH AGENCY REGULATIONS.

IF YOU TERMINATE YOUR PERMANENT ASSIGNMENT OUTSIDE THE CONTINENTAL UNITED STATES BEFORE YOU COMPLETE 12 MONTHS OF CREDITABLE SERVICE FOLLOWING THE DATE OF YOUR ARRIVAL ABROAD, YOU WILL BE REQUIRED TO REIMBURSE THE GOVERNMENT FOR ALL EXPENSES IT INCURS IN THE TRAVEL AND TRANSPORTATION OF YOU, YOUR DEPENDENTS, YOUR HOUSEHOLD AND PERSONAL EFFECTS TO YOUR POST. IF YOU FAIL TO COMPLETE YOUR PRESCRIBED TOUR OF DUTY ABROAD YOU WILL NOT BE ENTITLED TO THE RETURN TRAVEL AND TRANSPORTATION OF YOURSELF, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED STATES. IF, HOWEVER, AGENCY OFFICIALS DETERMINE THAT YOUR EARLY DEPARTURE IS NECESSARY FOR OFFICIAL REASONS, OR FOR PERSONAL REASONS OF SIGNIFICANT INTEREST TO THE GOVERNMENT, THEY MAY WAIVE THE REIMBURSEMENT OF EXPENSES ALREADY INCURRED, OR AUTHORIZE YOUR RETURN TRAVEL AND TRANSPORTATION, WHICHEVER IS APPLICABLE.

IF ELIGIBLE UNDER THE TERMS OF HR 20-30, YOU WILL BE GRANTED HOME LEAVE AS SOON AS IT CAN BE ARRANGED AT GOVERNMENT CONVENIENCE AFTER COMPLETION OF YOUR PRESCRIBED TOUR OF DUTY, PROVIDED YOU HAVE SERVED AT LEAST 18 MONTHS OF CONTINUOUS CREDITABLE SERVICE OUTSIDE THE UNITED STATES. HOME LEAVE AND HOME LEAVE TRAVEL ARE CONTINGENT UPON YOUR WILLINGNESS TO RETURN, AND CONTEMPLATION BY AGENCY OFFICIALS THAT YOU WILL RETURN TO SERVICE OUTSIDE THE UNITED STATES IMMEDIATELY AFTER HOME LEAVE OR UPON COMPLETION OF AN ASSIGNMENT IN THE UNITED STATES.

YOU ARE ADVISED THAT ANY MONIES DUE YOU FROM THE GOVERNMENT MAY BE APPLIED IN LIQUIDATION OF ANY INDEBTEDNESS ARISING FROM VIOLATION OF THIS AGREEMENT. YOU WILL BE AFFORDED ALL NORMAL RECOURSE IN APPEALING DECISIONS MADE PURSUANT TO THIS AGREEMENT.

NAME OF EMPLOYEE

David A. Phillips

SO

D

### II. TOUR OF DUTY ABROAD

1. NAME OF POST OF ASSIGNMENT

2. PERIOD OF SERVICE ABROAD AS PRESCRIBED IN A, B, OR C BELOW

A. STANDARD TOUR OF DUTY OF 24 MONTHS ☒ X

C. NONSTANDARD TOUR OF DUTY OF \_\_\_\_\_ MONTHS FOR THIS TOUR ONLY FOR THE EMPLOYEE SIGNING THIS AGREEMENT. (See HR 20-18)

REQUESTED (Memo attached)

OPERATING OFFICIAL

CONCUR

CAREER SERVICE

DEPUTY DIRECTOR

APPROVED

DIRECTOR OF PERSONNEL

OPERATING OFFICIAL

C/WH/Pers

### III. PERMANENT PLACE OF RESIDENCE

3. YOUR "PERMANENT PLACE OF RESIDENCE" IS A PLACE TO WHICH ALLOWABLE TRAVEL AND TRANSPORTATION EXPENSES MAY BE AUTHORIZED IN CERTAIN CIRCUMSTANCES PURSUANT TO HR 22. ITS DESIGNATION WILL BE KEPT IN YOUR OFFICIAL PERSONNEL FOLDER.

4. IN REQUESTING YOUR PERMANENT PLACE OF RESIDENCE IN ITEM 5 ON THE REVERSE SIDE, YOU MUST INDICATE THE PLACE WHERE YOU PHYSICALLY DWELL IN THE UNITED STATES, ITS POSSESSIONS OR THE COMMONWEALTH OF PUERTO RICO AT THE TIME OF YOUR PCS TRANSFER TO A POST ABROAD. YOU MAY REQUEST IN ITEM 5 THE DESIGNATION OF ANOTHER PLACE AS YOUR PERMANENT PLACE OF RESIDENCE IF YOU CAN ESTABLISH THAT YOUR PHYSICAL DWELLING PLACE IS (OF WAS) TRANSITORY AND THAT SUCH OTHER PLACE IS YOUR DOMICILE OR HAS PREVIOUSLY BEEN USED BY YOU AS A PHYSICAL DWELLING. INFORMATION THAT CAN BE PRESENTED IN AN ATTACHED STATEMENT AS EVIDENCE INCLUDES BUT IS NOT LIMITED TO, STATE VOTING REGISTRATION, PROPERTY OWNERSHIP AND PLACE WHERE INCOME OR PERSONAL PROPERTY TAXES HAVE BEEN PAID.

CLASSIFIED BY 10401  
EXEMPTED FROM AUTOMATIC  
DECLASSIFICATION AND  
DOWNGRADING  
(See 25 U.S.C. 1552a, 1552b, 1552c, 1552d, 1552e, 1552f, 1552g, 1552h, 1552i, 1552j, 1552k, 1552l, 1552m, 1552n, 1552o, 1552p, 1552q, 1552r, 1552s, 1552t, 1552u, 1552v, 1552w, 1552x, 1552y, 1552z, 1552aa, 1552ab, 1552ac, 1552ad, 1552ae, 1552af, 1552ag, 1552ah, 1552ai, 1552aj, 1552ak, 1552al, 1552am, 1552an, 1552ao, 1552ap, 1552aq, 1552ar, 1552as, 1552at, 1552au, 1552av, 1552aw, 1552ax, 1552ay, 1552az, 1552ba, 1552bb, 1552bc, 1552bd, 1552be, 1552bf, 1552bg, 1552bh, 1552bi, 1552bj, 1552bk, 1552bl, 1552bm, 1552bn, 1552bo, 1552bp, 1552bq, 1552br, 1552bs, 1552bt, 1552bu, 1552bv, 1552bw, 1552bx, 1552by, 1552bz, 1552ca, 1552cb, 1552cc, 1552cd, 1552ce, 1552cf, 1552cg, 1552ch, 1552ci, 1552cj, 1552ck, 1552cl, 1552cm, 1552cn, 1552co, 1552cp, 1552cq, 1552cr, 1552cs, 1552ct, 1552cu, 1552cv, 1552cw, 1552cx, 1552cy, 1552cz, 1552da, 1552db, 1552dc, 1552dd, 1552de, 1552df, 1552dg, 1552dh, 1552di, 1552dj, 1552dk, 1552dl, 1552dm, 1552dn, 1552do, 1552dp, 1552dq, 1552dr, 1552ds, 1552dt, 1552du, 1552dv, 1552dw, 1552dx, 1552dy, 1552dz, 1552ea, 1552eb, 1552ec, 1552ed, 1552ee, 1552ef, 1552eg, 1552eh, 1552ei, 1552ej, 1552ek, 1552el, 1552em, 1552en, 1552eo, 1552ep, 1552eq, 1552er, 1552es, 1552et, 1552eu, 1552ev, 1552ew, 1552ex, 1552ey, 1552ez, 1552fa, 1552fb, 1552fc, 1552fd, 1552fe, 1552ff, 1552fg, 1552fh, 1552fi, 1552fj, 1552fk, 1552fl, 1552fm, 1552fn, 1552fo, 1552fp, 1552fq, 1552fr, 1552fs, 1552ft, 1552fu, 1552fv, 1552fw, 1552fx, 1552fy, 1552fz, 1552ga, 1552gb, 1552gc, 1552gd, 1552ge, 1552gf, 1552gg, 1552gh, 1552gi, 1552gj, 1552gk, 1552gl, 1552gm, 1552gn, 1552go, 1552gp, 1552gq, 1552gr, 1552gs, 1552gt, 1552gu, 1552gv, 1552gw, 1552gx, 1552gy, 1552gz, 1552ha, 1552hb, 1552hc, 1552hd, 1552he, 1552hf, 1552hg, 1552hh, 1552hi, 1552hj, 1552hk, 1552hl, 1552hm, 1552hn, 1552ho, 1552hp, 1552hq, 1552hr, 1552hs, 1552ht, 1552hu, 1552hv, 1552hw, 1552hx, 1552hy, 1552hz, 1552ia, 1552ib, 1552ic, 1552id, 1552ie, 1552if, 1552ig, 1552ih, 1552ii, 1552ij, 1552ik, 1552il, 1552im, 1552in, 1552io, 1552ip, 1552iq, 1552ir, 1552is, 1552it, 1552iu, 1552iv, 1552iw, 1552ix, 1552iy, 1552iz, 1552ja, 1552jb, 1552jc, 1552jd, 1552je, 1552jf, 1552jg, 1552jh, 1552ji, 1552jj, 1552jk, 1552jl, 1552jm, 1552jn, 1552jo, 1552jp, 1552jq, 1552jr, 1552js, 1552jt, 1552ju, 1552jv, 1552jw, 1552jx, 1552jy, 1552jz, 1552ka, 1552kb, 1552kc, 1552kd, 1552ke, 1552kf, 1552kg, 1552kh, 1552ki, 1552kj, 1552kk, 1552kl, 1552km, 1552kn, 1552ko, 1552kp, 1552kq, 1552kr, 1552ks, 1552kt, 1552ku, 1552kv, 1552kw, 1552kx, 1552ky, 1552kz, 1552la, 1552lb, 1552lc, 1552ld, 1552le, 1552lf, 1552lg, 1552lh, 1552li, 1552lj, 1552lk, 1552ll, 1552lm, 1552ln, 1552lo, 1552lp, 1552lq, 1552lr, 1552ls, 1552lt, 1552lu, 1552lv, 1552lw, 1552lx, 1552ly, 1552lz, 1552ma, 1552mb, 1552mc, 1552md, 1552me, 1552mf, 1552mg, 1552mh, 1552mi, 1552mj, 1552mk, 1552ml, 1552mm, 1552mn, 1552mo, 1552mp, 1552mq, 1552mr, 1552ms, 1552mt, 1552mu, 1552mv, 1552mw, 1552mx, 1552my, 1552mz, 1552na, 1552nb, 1552nc, 1552nd, 1552ne, 1552nf, 1552ng, 1552nh, 1552ni, 1552nj, 1552nk, 1552nl, 1552nm, 1552nn, 1552no, 1552np, 1552nq, 1552nr, 1552ns, 1552nt, 1552nu, 1552nv, 1552nw, 1552nx, 1552ny, 1552nz, 1552oa, 1552ob, 1552oc, 1552od, 1552oe, 1552of, 1552og, 1552oh, 1552oi, 1552oj, 1552ok, 1552ol, 1552om, 1552on, 1552oo, 1552op, 1552oq, 1552or, 1552os, 1552ot, 1552ou, 1552ov, 1552ow, 1552ox, 1552oy, 1552oz, 1552pa, 1552pb, 1552pc, 1552pd, 1552pe, 1552pf, 1552pg, 1552ph, 1552pi, 1552pj, 1552pk, 1552pl, 1552pm, 1552pn, 1552po, 1552pp, 1552pq, 1552pr, 1552ps, 1552pt, 1552pu, 1552pv, 1552pw, 1552px, 1552py, 1552pz, 1552qa, 1552qb, 1552qc, 1552qd, 1552qe, 1552qf, 1552qg, 1552qh, 1552qi, 1552qj, 1552qk, 1552ql, 1552qm, 1552qn, 1552qo, 1552qp, 1552qq, 1552qr, 1552qs, 1552qt, 1552qu, 1552qv, 1552qw, 1552qx, 1552qy, 1552qz, 1552ra, 1552rb, 1552rc, 1552rd, 1552re, 1552rf, 1552rg, 1552rh, 1552ri, 1552rj, 1552rk, 1552rl, 1552rm, 1552rn, 1552ro, 1552rp, 1552rq, 1552rr, 1552rs, 1552rt, 1552ru, 1552rv, 1552rw, 1552rx, 1552ry, 1552rz, 1552sa, 1552sb, 1552sc, 1552sd, 1552se, 1552sf, 1552sg, 1552sh, 1552si, 1552sj, 1552sk, 1552sl, 1552sm, 1552sn, 1552so, 1552sp, 1552sq, 1552sr, 1552ss, 1552st, 1552su, 1552sv, 1552sw, 1552sx, 1552sy, 1552sz, 1552ta, 1552tb, 1552tc, 1552td, 1552te, 1552tf, 1552tg, 1552th, 1552ti, 1552tj, 1552tk, 1552tl, 1552tm, 1552tn, 1552to, 1552tp, 1552tq, 1552tr, 1552ts, 1552tt, 1552tu, 1552tv, 1552tw, 1552tx, 1552ty, 1552tz, 1552ua, 1552ub, 1552uc, 1552ud, 1552ue, 1552uf, 1552ug, 1552uh, 1552ui, 1552uj, 1552uk, 1552ul, 1552um, 1552un, 1552uo, 1552up, 1552uq, 1552ur, 1552us, 1552ut, 1552uu, 1552uv, 1552uw, 1552ux, 1552uy, 1552uz, 1552va, 1552vb, 1552vc, 1552vd, 1552ve, 1552vf, 1552vg, 1552vh, 1552vi, 1552vj, 1552vk, 1552vl, 1552vm, 1552vn, 1552vo, 1552vp, 1552vq, 1552vr, 1552vs, 1552vt, 1552vu, 1552vv, 1552vw, 1552vx, 1552vy, 1552vz, 1552wa, 1552wb, 1552wc, 1552wd, 1552we, 1552wf, 1552wg, 1552wh, 1552wi, 1552wj, 1552wk, 1552wl, 1552wm, 1552wn, 1552wo, 1552wp, 1552wq, 1552wr, 1552ws, 1552wt, 1552wu, 1552wv, 1552ww, 1552wx, 1552wy, 1552wz, 1552xa, 1552xb, 1552xc, 1552xd, 1552xe, 1552xf, 1552xg, 1552xh, 1552xi, 1552xj, 1552xk, 1552xl, 1552xm, 1552xn, 1552xo, 1552xp, 1552xq, 1552xr, 1552xs, 1552xt, 1552xu, 1552xv, 1552xw, 1552xx, 1552xy, 1552xz, 1552ya, 1552yb, 1552yc, 1552yd, 1552ye, 1552yf, 1552yg, 1552yh, 1552yi, 1552yj, 1552yk, 1552yl, 1552ym, 1552yn, 1552yo, 1552yp, 1552yq, 1552yr, 1552ys, 1552yt, 1552yu, 1552yv, 1552yw, 1552yx, 1552yy, 1552yz, 1552za, 1552zb, 1552zc, 1552zd, 1552ze, 1552zf, 1552zg, 1552zh, 1552zi, 1552zj, 1552zk, 1552zl, 1552zm, 1552zn, 1552zo, 1552zp, 1552zq, 1552zr, 1552zs, 1552zt, 1552zu, 1552zv, 1552zw, 1552zx, 1552zy, 1552zz)

WARNING NOTICE

THIS IS THE UNCLASSIFIED EDITION

FORM 3154 REPLACES FORM 311A, WHICH IS OBSOLETE  
6-70

(2-56) AND METHOD

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC  
DECLASSIFICATION AND  
DOWNGRADING

(12-21-77)

CONTINUED ON THE REVERSE

SECRET

(when Filled In)

4. PHYSICAL DOLLING PLACE (Permanent Place of Residence unless address in item 6 is approved in lieu thereof) FULL ADDRESS 8234 Stone Trail Drive Ames, IA, 50010		5. OTHER PLACE REQUESTED (Requested Permanent Place of Residence if different from item 4) FULL ADDRESS  	
DEPUTY DIRECTOR [Signature]		CONCUR DEPUTY DIRECTOR [Signature]	
APPROVED DEPUTY DIRECTOR [Signature]		APPROVED DIRECTOR OF PERSONNEL [Signature]	
DATE 7 Aug 1972		DATE  	
IV. HOME LEAVE POINT			
7. AMONG THE PLACES YOU MAY REQUEST AS A HOME LEAVE POINT ARE: YOUR PERMANENT PLACE OF RESIDENCE SHOWN ABOVE, HEADQUARTERS AREA, AND WHERE YOUR CHILDREN, PARENTS, PARENTS-IN-LAW, BROTHERS, SISTERS, BROTHERS-IN-LAW, OR SISTERS-IN-LAW RESIDE.			
8. YOU MAY REQUEST FOR APPROVAL SOME OTHER POINT SUBJECT TO THE PROVISIONS OF HR 20-308(3)(C). THE REQUEST MUST BE ACCOMPANIED BY A MEMORANDUM EXPLAINING THE CIRCUMSTANCES.			
9. DESIGNATION PER ITEM 7 ABOVE FULL ADDRESS SAME AS 5 ABOVE		10. DESIGNATION PER ITEM 8 ABOVE FULL ADDRESS  	
RELATIONSHIP OF RELATIVE AT HOME LEAVE POINT None		CONCUR DEPUTY DIRECTOR [Signature]	
APPROVED DEPUTY DIRECTOR [Signature]		APPROVED DIRECTOR OF PERSONNEL [Signature]	
DATE 7 Aug 1972		DATE  	
EMPLOYEE CERTIFICATION			
I have read and understand my service obligations and travel entitlements as described in this agreement.			
SIGNATURE OF EMPLOYEE [Signature]		DATE 7/28/72	

SECRET

**SECRET**  
(When Filled In)

REPORT OF SERVICE ABROAD												
<b>TO:</b> Office of Personnel, Transactions and Records Branch, Status Section												
SERIAL NO.		NAME										
		LAST		FIRST				MIDDLE				
1-6		(Print)		2-24				A				
024345		Phillips		David				A				
INSTRUCTIONS												
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TOY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 88-REVISED.												
PCS DATES OF SERVICE												
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY	
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE	CODE		
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION			37	38	39	
2	7	1	6	7	1				3			
TOY DATES OF SERVICE												
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)	
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE	CODE		
25-26	27-28	29-30	31-32	33-34	35-36	2 - TOY (Basic) 4 - CORRECTION 6 - CANCELLATION			37	38	39	
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA												
SOURCE DOCUMENT AND CERTIFICATION												
TRAVEL VOUCHER						DISPATCH						
✓ CABLE						DUTY STATUS OR TIME AND ATTENDANCE REPORT						
OTHER (Specify)												
DOCUMENT IDENTIFICATION NO.						DOCUMENT DATE/PERIOD						
14177						13 July 1971						
REMARKS												
Correction - LATREAL												
PREPARED BY						REPORT ANNOTATED ON CONTROL DOCUMENT						
SCB						ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED						
C & L DIVISION, C'BR.						DATE						
C & T DIVISION						7/19/71						
SIC						[ ]						
THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER												



SECRET  
(When Filled In)

REPORT OF SERVICE ABROAD												
TO: Office of Personnel, Transactions and Records Branch										<b>FILE PUNCHED</b> Status <b>BY</b> Section		
SERIAL NO.		NAME										
		LAST		FIRST				MIDDLE				
1-6		(Print)		7-24								
024345		Phillips		David				A				
INSTRUCTIONS												
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION ( <i>One only</i> ). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 92, REVISED.												
PCS DATES OF SERVICE												
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY	
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE	CODE		
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 2 - CORRECTION 3 - CANCELLATION			37	38	39	
01	11	70	07	09	71	/						
TDY DATES OF SERVICE												
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)	
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE	CODE		
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 5 - CANCELLATION			37	38	39	
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA												
SOURCE DOCUMENT AND CERTIFICATION												
TRAVEL VOUCHER						DISPATCH						
CABLE						DUTY STATUS OR TIME AND ATTENDANCE REPORT						
OTHER (Specify)												
DOCUMENT IDENTIFICATION NO.						DOCUMENT DATE/PERIOD						
13872						8 July 1971						
REMARKS												
NO Record - date claimed - Initial												
PREPARED BY						REPORT ANNOTATED ON CONTROL DOCUMENT			ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED			
DCO						DATE			SIGNATURE			
C & L DIVISION, CYRR.						7/15/71						
C & Y DIVISION												
THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER												

TO: Chief, WHD		RECEIVED: [ ]
FROM: Chief of Station, [ ]		CLASSIFICATION: [ ]
SUBJECT: General - Administrative Specific - Performance of TDY Personnel During Recent [ ] Crisis		ANALYST: [ ]
ACTION REQUIRED: [ ]		
<p>1. As Headquarters is well aware, a constant flow of TDY personnel was provided the Station by Headquarters during the crisis period of the recent revolution. Obviously, the Station would have found it most difficult, if not impossible, to perform in the fashion it did without this assistance. What deserves special comment, however, is the generally high quality of their performance under quite demanding, fluid, and, often, dangerous conditions. With few exceptions, already known to Headquarters, the TDY personnel did a magnificent job both collectively and as individuals. Considering the grade and experience of most of these officers, it can probably be assumed that this was to be expected. But, what clearly was not predictable was their willingness to accept any type of assignment regardless of grade or circumstances, their quick adaptability and initiative in an unfamiliar and confused situation, and their stamina under the stress of long and irregular work days seven days a week. Furthermore, in spite of the close working quarters, constant association, and strain inherent in this type of situation, "personality clashes" or other signs of incompatibility were very few indeed.</p> <p>2. Undoubtedly, Headquarters has sensed the foregoing from returns. The purpose of sending this dispatch is to make it a matter of record and to suggest to Headquarters that their standard of performance under these conditions may merit consideration of some special recognition in the personnel files of the personnel concerned.</p> <p style="text-align: right;">Continued...</p> <p>Distribution: 3 - WHD</p> <p>Attachment: As stated - h/w</p>		
CROSS REFERENCE TO	DISPATCH SYMBOL AND NUMBER	DATE
	HDCT-1221	17 July 1965
	CLASSIFICATION	HQS FILE NUMBER
	S-E-C-R-E-T	

DISPATCH

S-P-C-R-E-T

HDCI-1221

3. Without detracting one whit from the performance of any of the other officers on TDY assignment, the present COS would like to single out [ ] and [ ] as deserving special comment. Their performance has been exceptional. A special note is attached for [ ]. Therefore, it is recommended that the attached memoranda be inserted into each of their personnel files.

4. Also, the COS would like to register the fact that the foregoing not only speaks highly of the TDY personnel assigned, but Headquarters as well in providing this type of support.

5. As a final comment, Headquarters may care to check this memorandum with [ ] the COS for a good part of this period, to obtain any special comments he might wish to make in this regard -- either with respect to content or individuals whom he considered exceptional and who are not known to the present COS.

*David Phillips*

S-E-C-R-E-T

17 July 1965

MEMORANDUM FOR THE RECORD

SUBJECT: TDY in Santo Domingo

1. [ ] was assigned to [ ] on a TDY basis for the period 2 June to 16 July 1965. During this assignment, [ ] was placed in charge of the Station CIA program with special emphasis on exploiting targets of opportunity in the very fluid crisis situation then prevalent and, simultaneously, generating new assets and new approaches to lay the groundwork for the altered situation which would be confronting the Station in the post-crisis era. In addition to supervising the CIA program, he handled a number of existing agents, developed some new assets, and conducted numerous special CIA operations, including some quite effective black activities. On this assignment, [ ] worked some fourteen to sixteen hours a day throughout the entire period.

2. The undersigned is aware that CIA would expect a quite professional and dedicated performance from an officer of [ ] seniority, experience, and caliber; however, even taking this into consideration, his performance in every respect was exceptional, and should merit special recognition.

3. It is recommended that a copy of this memorandum be placed in [ ] personnel folder.

S-E-C-R-E-T

SECRET

CO: 94209

6 AUG 1969

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Plans

SUBJECT : Appointment of Mr. David A. Phillips as  
Chief of Station, [REDACTED]

1. The appointment of Mr. David A. Phillips, GS-16, as Chief of Station, [REDACTED] effective on or about 15 January 1970 is recommended. Mr. Phillips would replace Mr. Robert D. Gahagen.

2. Mr. Phillips has been an employee of the Agency since 1951 initially in a contract capacity. He has served in [REDACTED] Havana, [REDACTED] Mexico City and most recently as Chief, Cuban Operations Group. Mr. Phillips is fluent in the Spanish language [REDACTED]

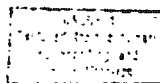
[REDACTED] A biographic profile including information regarding his Agency experience and training is attached.

*William V. Broe*  
William V. Broe  
Chief

Western Hemisphere Division

Attachment  
Biographic Profile (Parts 1 and 2)

SECRET



- 2 -

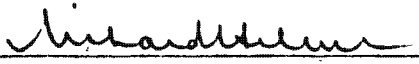
SUBJECT: Appointment of Mr. David A. Phillips as Chief of  
Station,

APPROVAL RECOMMENDED:

  
Deputy Director for Plans

20 Sept 69  
Date

The recommendation in paragraph one is APPROVED:

  
Director of Central Intelligence

1 Oct 69  
Date

SECRET

## CONFIDENTIAL

(When Filled In)

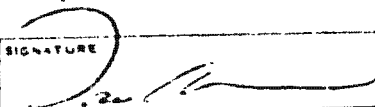
Complete in original. The data recorded on this form is essential in determining travel expenses allowable in connection with leave at government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. This form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last)		(First)	(Middle)	SOCIAL SECURITY NUMBER
Phillips		David	Atlee	460-28-3930
1. PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY		LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)		
[Redacted]		Washington, D.C.		
2. PLACE OF RESIDENCE DESIGNATED AS PERMANENT RESIDENCE		HOME LEAVE RESIDENCE		
Fort Worth, Texas		Bethesda, Md. (Please note this is a change)		
MARITAL STATUS (Check one)				
<input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED				
IF MARRIED, PLACE OF MARRIAGE		DATE OF MARRIAGE		
Bethesda, Maryland		28 March 1969		
IF DIVORCED, DATE OF DIVORCE DECREE		DATE OF DECREE		
IF WIDOWED, PLACE SPOUSE DIED		DATE SPOUSE DIED		
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)				
Joan Hildebrant, incompatibility, circa September 1941				
Helen Haasch, incompatibility, 22 November 1967.				

3. MEMBERS OF FAMILY			
NAME OF SPOUSE	ADDRESS (No. Street, City, State, Zip Code)	TELEPHONE NO.	
Virginia S. Phillips	8224 Stone Trail Drive, Bethesda Md 20034	469-6753	
NAMES OF CHILDREN	ADDRESS	SEX	DATE OF BIRTH
Maria	Same as above	F	1949
David Jr	"	M	1951
Christopher	"	M	1956
(See Continuation)			
NAME OF YOUR FATHER (Or male guardian)	ADDRESS	TELEPHONE NO.	
Deceased			
NAME OF YOUR MOTHER (Or female guardian)	ADDRESS	TELEPHONE NO.	
Deceased			
WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.			
My brother, Edwin T. Phillips, Jr.			
4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY			
NAME (Mr., Mrs., Miss)	(Last-First-Middle)	RELATIONSHIP	
Mr.	Phillips, Edwin Thomas	Brother	
HOME ADDRESS (No. Street, City, State, Zip Code)		HOME TELEPHONE NUMBER	
Fort Worth National Bank, Bldg., Fort Worth, Texas		Unknown	
BUSINESS ADDRESS (No. Street, City, State, Zip Code) NAME OF EMPLOYER, IF APPLICABLE		BUSINESS TELEPHONE & EXTENSION	
Same as above.		Unknown	
IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)		YES	X
Yes		NO	
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)		YES	X
Yes, he is my attorney-in-fact.		NO	
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 5.)		YES	X
		NO	
The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.			
CONTINUED ON REVERSE SIDE			

## CURRENT RESIDENCE AND DEPENDENCY REPORT

**CONFIDENTIAL**  
(When Filled In)

<p><b>5. VOLUNTARY ENTRIES</b></p> <p>Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.</p> <p>INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.</p> <p align="center">Fort Worth National Bank, Fort Worth, Texas. Checking and Saving. Potomac National Bank, Potomac, Md. Checking. Columbia Federal (House mortgage).</p> <p align="center">All in name David A. Phillips</p>		
<p>ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF YES, DO YOU HAVE A JOINT ACCOUNT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>		
<p>HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" where is document located?)</p> <p align="center">In possession of my brother and attorney, Edwin T. Phillips, Jr. (See above).</p>		
<p>HAVE YOU PRE-PLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. (If "Yes" give name(s) and address)</p> <p align="center">But... My children would go to their mother; my step-children to their father.</p>		
<p>HAVE YOU EXECUTED A POWER OF ATTORNEY? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes", who possess the power of attorney?)</p> <p align="center">My brother, Edwin T. Phillips, Jr.</p>		
<p><b>6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS</b></p> <p>Continuation of children:</p> <p align="center">The following are my step children, who live with/and/or receive more than half their support from me: (All have common address of 8224 Stone Trail Drive):</p> <p align="center">Deborah Anne Ahern (d) <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span> Bryan Moss Ahern (m) Wynne Augherton Ahern</p>		
SIGNED AT	DATE	SIGNATURE
Washington Dc	10 November 1969	

**CONFIDENTIAL**



**SECRET**  
(When Filled In)

## REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

SERIAL 40.

NAME

**LAST**

**FIRST**

**MIDDLE**

1-8

(Print)

7-24

024345

Phillips, David A.

### INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE ONLY	COUNTRY	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic) 2 - CORRECTION 3 - CANCELLATION	CODE			CODE
23-26	27-30	29-30	31-31	33-34	33-36		37	38 39		40-42

TOY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE	AREAS	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (Basic) 4 - CORRECTION 0 - CANCELLATION	CODE	ONLY		CODE
25-29	27-28	29-30	31-32	33-34	35-36		27	38 39		40-42
08	05	69	08	06	69		2			811

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

X	TRAVEL VOUCHER	DISPATCH
	CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
	OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

Wb 71-70

DOCUMENT DATE/PERIOD

5 - 8 Aug 69

● 金銀銅鐵鉛錫

PREPARED BY

६६७

REPORT ANNOTATED ON  
CONTROL DOCUMENT

ABOVE DATA CERTIFIED CORRECT. BASED UPON SOURCE  
DOCUMENT CITED

C O L D I V I S I O N . C Y B E .

C O N T E N T S

TE

21 Nov 69

**SIGNATURE**

SIGNATURE *H. H. H.*

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

**SECRET**  
(When Filled In)

## REPORT OF SERVICE ABROAD

**TO:**

Office of Personnel, Transactions and Records Branch, Status Section

PUNCHED  
CYD

SERIAL NO.

NAME \_\_\_\_\_

LAST

**FIRST**

**MIDDLE**

● ● ●

(Point)

7-24

024 3415

742019

Dec 10

3

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (See only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO SFI NO. 50, REVISED.

### PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE ONLY	COUNTRY	
NORTH	DAY	YEAR	NORTH	DAY	YEAR		CODE			CODE
25-26	27-28	29-30.	31-32	33-34	35-36	1 - PCS ( <i>BASIC</i> ) 3 - CORRECTION 5 - CANCELLATION	37	38	39	40-42

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/S USE ONLY		AREA(S)	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TOY (Basic) 4 - CORRECTION 0 - CANCELLATION	C238			JSCIT4 ADISBIC2.663	CODE
25-26	27-28	29-30	31-32	33-34	35-36		37	38	39		40-42
07	18	17	07	12	69		2				

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

W.H. 48.70

DOCUMENT DATE/PERIOD

7-72160

REMARKS

PREPARED BY

REPORT AMULATED ON  
CONTROL DOCUMENT

ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE  
DOCUMENT CITED

950

C. A. L. DIVISION, CTAB.

DATE

7/10/65

**SIGNATURE**

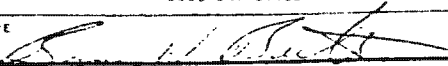
C A T DIVISION

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

**SECRET**  
(When Filled In)

REPORT OF SERVICE ABROAD												<b>FILE</b> <b>PUNCHED</b> <b>BY <i>RET</i></b>	
TO: Office of Personnel, Transactions and Records Branch, Status Section													
SERIAL NO.			NAME										
			LAST			FIRST			MIDDLE				
1-6			(Print)			7-24							
024345			PHILLIPS			DAVID			A.				
INSTRUCTIONS													
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION ( <i>One only</i> ). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 55, REVISED.													
PCS DATES OF SERVICE													
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY		
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE				
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS ( <i>Basic</i> ) 3 - CORRECTION 5 - CANCELLATION			37	38	39	40-42	
TDY DATES OF SERVICE													
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)		
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE				
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY ( <i>Basic</i> ) 4 - CORRECTION 6 - CANCELLATION			37	38	39	40-42	
0	5	1	9	6	9				2			WH 1 2 0	
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA													
SOURCE DOCUMENT AND CERTIFICATION													
<input checked="" type="checkbox"/> TRAVEL VOUCHER						<input type="checkbox"/> DISPATCH							
<input type="checkbox"/> CABLE						<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT							
<input type="checkbox"/> OTHER ( <i>Specify</i> )													
DOCUMENT IDENTIFICATION NO.								DOCUMENT DATE/PERIOD					
								5 thru 21 May 1969					
REMARKS													
PREPARED BY				REPORT ANNOTATED ON CONTROL DOCUMENT				ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED					
<input checked="" type="checkbox"/> DCO													
<input checked="" type="checkbox"/> C & L DIVISION, CYBR.				DATE				SIGNATURE					
C & Y DIVISION				28 May 1969									
THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER													

SECRET  
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE										
TO: Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters										
EMPLOYEE SERIAL NO.		NAME OF EMPLOYEE						OFFICE / COMPONENT		
		LAST		FIRST		MIDDLE				
1-6		(Print)		7-24				25-26		
024345		Phillips		David		A.		WH Division		
INSTRUCTIONS										
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.										
PCS DATES OF SERVICE										
TYPE OF DATA		ARRIVAL				DEPARTURE			COUNTRY	OMIT
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - PCS (Basic)		27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
3 - CORRECTION										
5 - CANCELLATION										
TDY DATES OF SERVICE										
TYPE OF DATA		DEPARTURE				RETURN			AREA(S)	OMIT
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2 - TDY (Basic)		27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
4 - CORRECTION										
6 - CANCELLATION										
		2	5	22	68	5	25	68	Mexico	450
SOURCE OF RECORD DOCUMENT										
<input checked="" type="checkbox"/> TRAVEL VOUCHER					DISPATCH					
<input type="checkbox"/> CABLE					DUTY STATUS OR TIME AND ATTENDANCE REPORT					
<input type="checkbox"/> OTHER (Specify)										
DOCUMENT IDENTIFICATION NO.					DOCUMENT DATE/PERIOD					
WH-703-68					22-25 May 1968					
REMARKS										
PREPARED BY		REPORT ANNOTATED ON SOURCE DOCUMENT				ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED				
<input checked="" type="checkbox"/> OS1		DATE				SIGNATURE				
<input checked="" type="checkbox"/> C & L DIVISION		5 August 1968								
<input type="checkbox"/> C & T DIVISION										

Creditable Service —

Military 45-10-31<sup>32</sup>

43-02-13

02-08-19

Contract Employee — 54-03-04

55-03-31<sup>TO</sup>

Staff Employee — 55-04-01

56-02-06<sup>TO</sup>

STAFF AGENT — 56-02-07

58-02-13<sup>TO</sup>

CON-

TINUOUS

SERVICE

INDEPENDENT CONTRACTOR 58-08-19

60-03-13<sup>TO</sup>

NOT

CREDITABLE

SERVICE

STAFF EMPLOYEE — 03-14-60

<sup>TO</sup>  
PRESENT

02-08-19 MILITARY 58-08-13

04-05-10

54-03-04

06-13-29

04-05-10

07-01-29

60-03-13<sup>44</sup>

07-01-29

S.C.D. 53-01-15

L.C.D. 55-10-04

2.7.7.01-66

Standard Form No. 1132  
5-7430-200  
1132-102

**DESIGNATION OF BENEFICIARY**  
UNPAID COMPENSATION OF  
DECEASED CIVILIAN EMPLOYEE

**IMPORTANT**  
Read instructions  
on back of duplicate  
before filling in this form

**INFORMATION CONCERNING THE EMPLOYEE:**

NAME—	(Last)	(First)	(Middle)	Date of Birth (Month, day, year)
	Phillips	David	Atlee	October 31, 1922

**DEPARTMENT OR AGENCY IN WHICH EMPLOYED**

(Department or agency)	(Bureau)	(Division)

I, the employee identified above, canceling any and all previous Designations of Beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any UNPAID COMPENSATION due and payable under existing law after my death. I understand that this Designation of Beneficiary relates solely to Unpaid Compensation as defined in section 2 of the act of August 3, 1950, Public Law 526, and in no wise will affect the disposition of any benefit which may become payable under the Retirement Act applicable to my Government service. I further understand that this Designation of Beneficiary will remain in full force and effect, unless or until canceled by me in writing, so long as I am continuously employed in the above department or agency.

**INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES:**

Type or print first name, middle initial, and last name of each beneficiary	Type or print address of each beneficiary	Relationship	Share to be paid to each beneficiary
Maria I. Phillips	8224 Stone Trail Drive Bethesda, Maryland 20034	daughter	one-fourth
David A. Phillips, Jr.	8224 Stone Trail Drive Bethesda, Maryland 20034	son	one-fourth
Atlee Y. Phillips	8224 Stone Trail Drive Bethesda, Maryland 20034	daughter	one-fourth
Christopher C. Phillips	8224 Stone Trail Drive Bethesda, Maryland 20034	son	one-fourth

I hereby direct, unless otherwise indicated above, that, if more than one beneficiary is named, the share of any deceased beneficiary who may predecease me shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is living at the time of my death.

I hereby specifically reserve the right to cancel or change any designation of beneficiary at any time in the manner and form prescribed by the Comptroller General of the United States, and without knowledge or consent of the beneficiary.

1 December 1967

(Date of execution—month, day, year)

(Signature of employee)

**WITNESSES TO SIGNATURE:**

<i>Margaret Force</i> (Signature of witness)	2400 So. Glebe Rd (Number and street)	Arlington, Va 22206 (City, zone number, and State)
<i>Elizabeth Ann Kelly</i> (Signature of witness)	8137 Prescott Dr (Number and street)	Vienna, Va 22180 (City, zone number, and State)

**PRINT OR TYPE NAME AND ADDRESS OF EMPLOYEE**

David A. Phillips  
8224 Stone Trail Drive  
Bethesda, Maryland 20034

**THIS SPACE RESERVED FOR RECEIVING DATA  
OF EMPLOYING AGENCY**

03 DEC 1967

(Indicate date and by whom received) *Rec'd. C/P*

DELIVER BOTH COPIES TO THE PROPER OFFICE OF YOUR AGENCY—DUPLICATE WILL BE NOTED AND RETURNED

**SECRET**  
(When Filled In)

### REPORT OF SERVICE ABROAD

**TO:** Office of Personnel, Transactions and Records Branch, Status Section

SERIAL NO.	NAME		
	LAST	FIRST	MIDDLE
1-S 024345	(Print) Phillips	7-24 Darius	A

#### INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 59, REVISED.

#### PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38	39	40-42
			08	02	67		1			190

#### TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37	38	39	40-42

#### OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

#### SOURCE DOCUMENT AND CERTIFICATION

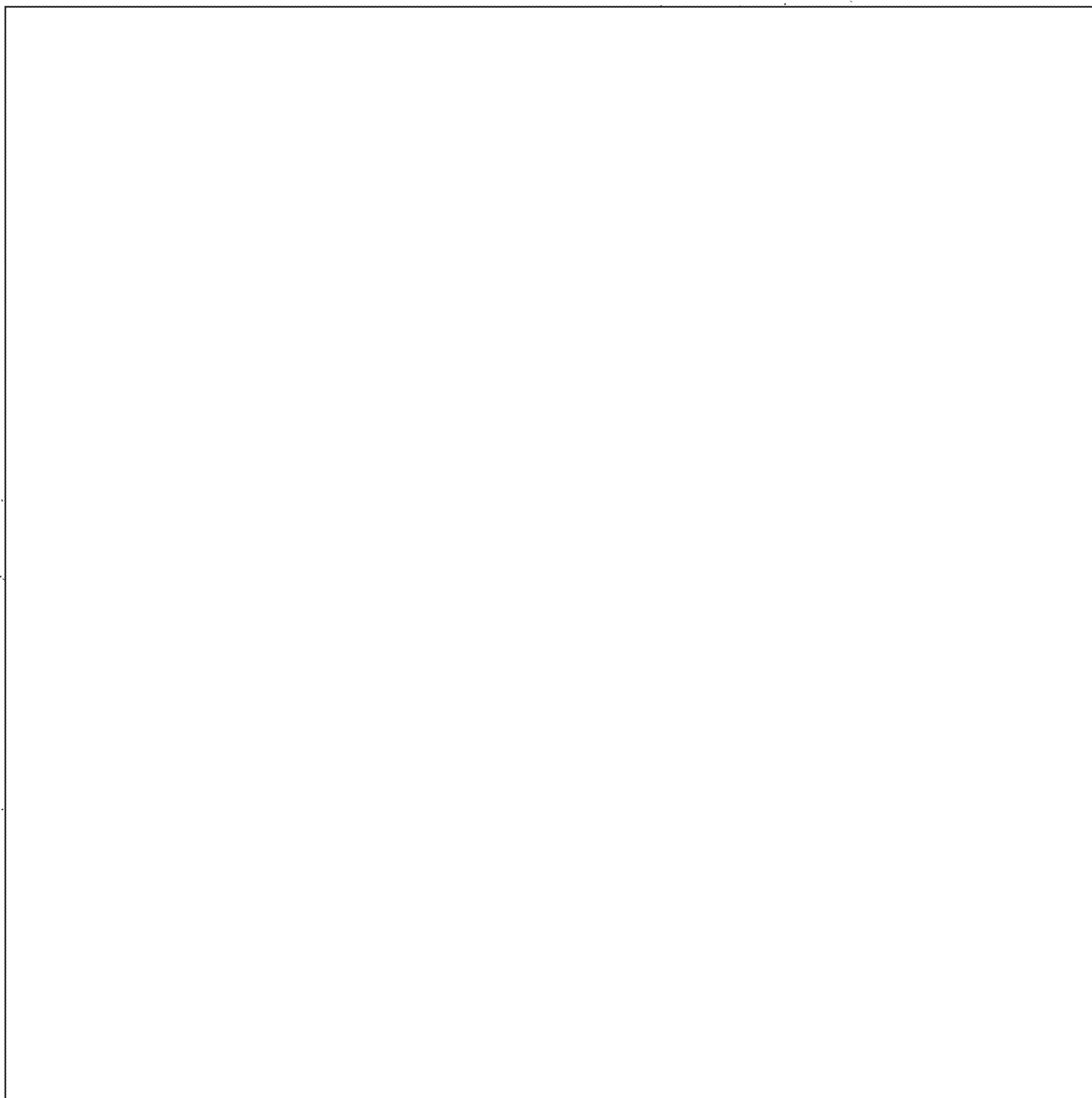
TRAVEL VOUCHER	DISPATCH
<input checked="" type="checkbox"/> CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	
DOCUMENT IDENTIFICATION NO. IN 24259	DOCUMENT DATE/PERIOD August 2, 1967

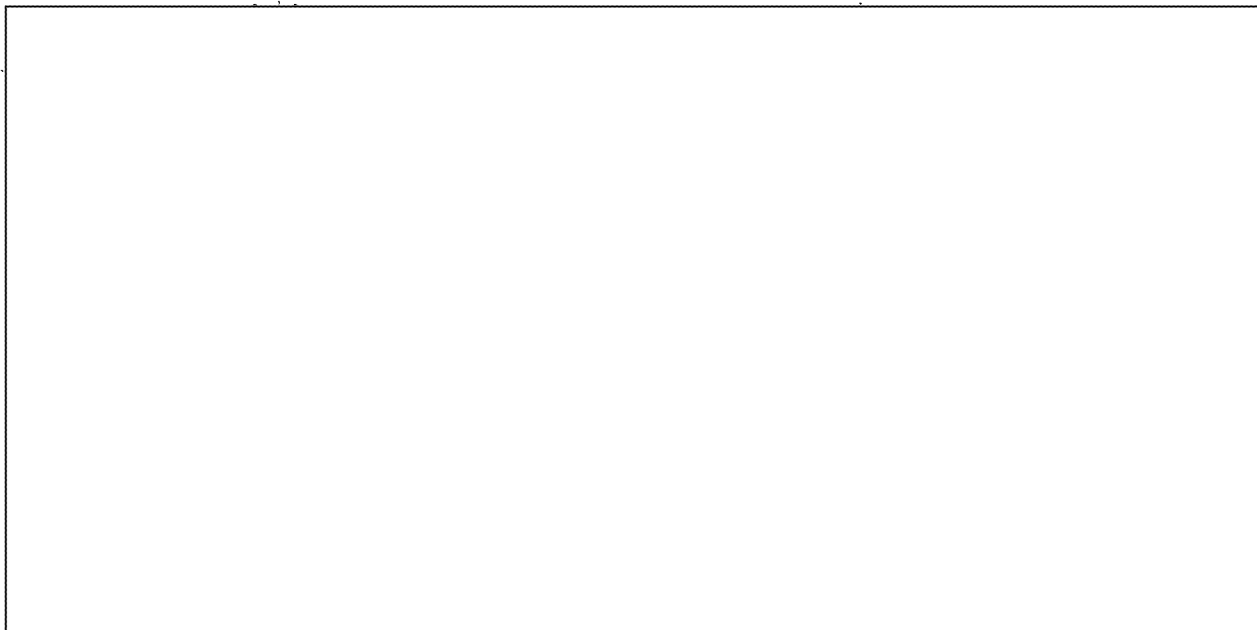
REMARKS	
PREPARED BY DCO	REPORT ANNOTATED ON CONTROL DOCUMENT
C & L DIVISION, CTBR.	DATE August 2, 1967
C & T DIVISION	5

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

<b>DISPATCH</b>		CLASSIFICATION <b>SECRET</b>		PROCESSING ACTION	
TO Chief, Western Hemisphere Division				MARKED FOR INDEXING	
INFO.				NO INDEXING REQUIRED	
FROM Chief of Station, [REDACTED]				ONLY QUALIFIED DESK CAN JUDGE INDEXING	
SUBJECT Letter of Appreciation from [REDACTED]				MICROFILM	
ACTION REQUIRED - REFERENCES					
<p>Action: See para two</p> <p>1. Attached find an original and two copies of a letter of appreciation from [REDACTED] until 18 January, [REDACTED]</p> <p>2. It is requested that the original be placed in the personnel file of Michael C. CHOADEN. The first copy, marked "A" should be placed in the personnel file of Stewart R. PATAKER. The second copy, marked "B", should be passed to Franklyn D. MALLEK for his information and disposition.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p><i>Michael C. Choaden</i> Michael C. CHOADEN</p> <p>1966</p>					
Attachment: Letter					
Distribution: 3 - Chief, WHD w/att h/w					
CROSS REFERENCE TO		DISPATCH SYMBOL AND NUMBER		DATE	
		HDCT 1359		18 January 1966	
		CLASSIFICATION		HQS FILE NUMBER	
		SECRET			







FORM 1451 RECORD OF OVERSEAS SERVICE	NAME OF EMPLOYEE <b>PHILLIPS, DAVID A.</b>		EMPLOYEE SERIAL NO. <b>24345</b>		COMPLETED BY EMPLOYEE YES <input type="checkbox"/> NO <input type="checkbox"/>		TELEPHONE EXT.		SECRET (WHEN FILLED IN)			
	DO NOT FOLD, STAPLE, SPINDLE, OR MUTILATE											
	INSTRUCTIONS  THIS FORM MUST BE RETURNED WHETHER YOU HAVE HAD OVER- SEAS SERVICE OR NOT.  PLEASE READ CAREFULLY IN- STRUCTIONS ON ACCOMPANYING CARD; THEN FILL OUT THIS FORM AS ACCURATELY AS POSSIBLE.		DO NOT WRITE IN COLUMN	WHERE SERVICE WAS PERFORMED	PTS - 1 TODAY 2 ENTER NO.	DATES				SERVICE AS CIVILIAN - 1 MILITARY - 2 ENTER NO.	RESPONSE U.S. GOVT DITF OR AGENCY	DO NOT WRITE IN COLUMN
						FROM		TO				
					MO	YR	MO	YR				
	176	NAVALA, CUBA	1	67	156		1	157	1	CIA	100	
	406		1	2	157		1	158	1	CIA	100	
	861	AFRICA ITALY GERMANY	1	2	143		2	145	2	USAAF	200	

IF ADDITIONAL SPACE IS NEEDED, CHECK HERE ☐ AND ASK YOUR ADMINISTRATIVE OFFICER FOR SUPPLEMENTAL CARDS

SECRET

CONFIDENTIAL  
(When Filled In)

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents  
of Handbook 20-4, Employee Conduct, dated 29 August 1961.

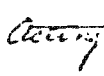
David A. Phillips  
Signature

2 October 1963  
Date

DAVID A. PHILLIPS

CONFIDENTIAL

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REPORT OF HONOR AWARDS BOARD			
(CONVENED PURSUANT TO REGULATIONS R 20-635 AND AFR 20-635)			
The Honor Awards Board having considered a recommendation that:			
NAME:	(Last)	(First)	(Middle)
	PHILLIPS	David	Atlee
POSITION TITLE	Covert Associate		
PRESENT GRADE	OFFICE ASSIGNED TO		STATION
7200.00 p.a.	4th Division		
RECOMMENDATION:			
Distinguished Intelligence Medal			
<input type="checkbox"/> FOR HEROIC ACTION, OR			
<input checked="" type="checkbox"/> FOR MERITORIOUS ACHIEVEMENT OR SERVICE DURING THE PERIOD			
January - July 1954			
<input type="checkbox"/> APPROVES THE RECOMMENDATION <input type="checkbox"/> DISAPPROVES THE RECOMMENDATION			
<input checked="" type="checkbox"/> APPROVES, BUT IN LIEU THEREOF, RECOMMENDS THE AWARD OF: Intelligence Medal of Merit			
CITATION			
<p>DAVID ATLEE (PHILLIPS) is hereby awarded the Intelligence Medal of Merit for his outstanding dedication and devotion to the cause of freedom.</p> <p>While assigned a position of responsibility in creating a psychological medium to further the efforts of removing a serious threat to the security and welfare of his government, he, personally, with superior talent and concentration of energy proceeded to develop a program which greatly contributed to the ultimate elimination of the threat which concurrently brought historical relief to the oppressed people of an entire population.</p> <p>The psychological medium developed and sustained by Mr. PHILLIPS was directed and operated with such ingenuity, resourcefulness and forceful imagination that he was able to create and maintain a completely notional situation for an extended period thereby making it possible to achieve the objectives of his government. This achievement has no parallel in the history of psychological warfare.</p>			
REASONS FOR DISAPPROVAL OF RECOMMENDED AWARD			
APPROVED		SIGNATURE	
 <b>SIGNED</b> DIRECTOR OF CENTRAL INTELLIGENCE 8 SEP 1954		<b>SIGNED</b> TYPED NAME OF CHAIRMAN, HONOR AWARDS BOARD PHILIP H. JOHNSON	
		SIGNATURE	
		<b>SIGNED</b> TYPED NAME OF RECORDER J. D. JOHNSON	
DATE			

SECRET  
(When Filled In)

### VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
1-6	LAST (Print)	FIRST 7-24	MIDDLE	25-26
24345	Phillips	David	A	35- 64

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

## PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL				DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR			
1 - PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39	Mexico	40-42	
2 - CORRECTION										
3 - CANCELLATION	1	09	25	61					450	

## TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE				RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR			
1 - TDY (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39	WH	40-42	
2 - CORRECTION										
3 - CANCELLATION										

## SOURCE OF RECORD DOCUMENT

<input type="checkbox"/> TRAVEL VOUCHER	<input checked="" type="checkbox"/> DISPATCH
<input checked="" type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. <i>HMMT-2316</i>	DOCUMENT DATE PERIOD <i>13 October 1961</i>
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REMARKS
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PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT. BASED UPON SOURCE DOCUMENT CITED
FISCAL DIVISION	DATE <i>11/20/61</i>	SIGNATURE
FINANCE DIVISION <i>22</i>		

SECRET

00761:3443

29 June 1961

MEMORANDUM FOR THE RECORD

SUBJECT: David A. Phillips

On 14 June 1961 the undersigned reviewed with Mr. David A. Phillips his career development prospects for the next five year period. We agreed that the following represented a desirable and fairly firm goal in this respect:

a. In general his future training and field experience should place sufficient stress on the CI and FI fields to avoid the career confinement of strict CA specialization.

b. His next assignment would be a normal field tour in Mexico City. Upon return from that assignment, he would receive up to six months training to be followed by an assignment to the CA Staff (or the organizational successor thereof). One of his primary undertakings in the CA Staff would be to develop what might best be termed "ideological warfare" (e.g., a search for basic ideas and concepts with wide appeal) as opposed to the normal propaganda approach (e.g., a running debate on current events).

*Richard M. Bissell, Jr.*  
RICHARD M. BISSELL, JR.  
Deputy Director  
(Plans)

cc: ASOA (Pers)  
Attn Panel A  
Mr. Phillips  
Thru C/WH  
OP/RSD

SECRET

**CONFIDENTIAL**  
(When Filled In)

TR

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave of government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last)	(First)	(Middle)	SOCIAL SECURITY NUMBER
PHILLIPS	DAVID	ATLEE	

1. RESIDENCE DATA	
PLACE OF RESIDENCE WHEN INITIALLY APPOINTED	LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)
Fort Worth, Texas	
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE	HOME LEAVE RESIDENCE
Fort Worth, Texas	Fort Worth, Texas

2. MARITAL STATUS (Check one)	
<input type="checkbox"/> SINGLE	<input checked="" type="checkbox"/> MARRIED
<input type="checkbox"/> SEPARATED	<input type="checkbox"/> DIVORCED
<input type="checkbox"/> WIDOWED	<input type="checkbox"/> ANNULLED
IF MARRIED, PLACE OF MARRIAGE	DATE OF MARRIAGE
Fort Worth, Texas	
IF DIVORCED, PLACE OF DIVORCE DECREE	DATE OF DECREE
IF WIDOWED, PLACE SPOUSE DIED	DATE SPOUSE DIED
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)	
JOHN HANDELMAN PHILLIPS INCAPABILITY Sept. 15, 1941	

3. MEMBERS OF FAMILY	
NAME OF SPOUSE	ADDRESS (No., Street, City, Zone, State)
HELEN H. PHILLIPS	6307 DANDY RD. WASH 16, DC
TELEPHONE NO.	
6A-28134	
NAMES OF CHILDREN	ADDRESS
MARIA	" " " "
DAVID, JR.	" " " "
ATLEE	" " " "
CHRISTOPHER	" " " "
SEX	DATE OF BIRTH
F	
M	
F	
4	
NAME OF FATHER (or male guardian)	ADDRESS
DECEASED	
TELEPHONE NO.	
NAME OF MOTHER (or female guardian)	ADDRESS
DECEASED	
TELEPHONE NO.	

WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.

WIFE - BRISTOL, EDWIN T. PHILLIPS (A)

4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

NAME (Mr., Mrs., Miss)	RELATIONSHIP
PHILLIPS, EDWIN T.	BROTHER
HOME ADDRESS (No., Street, City, Zone, State)	HOME TELEPHONE NUMBER
4408 WASHBURN ST. Fort Worth, Tex	?
BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE	BUSINESS TELEPHONE & EXTENSION
Fort Worth National Bank Bldg.	?

IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)

YES	<input checked="" type="checkbox"/>
NO	

IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)

YES	<input checked="" type="checkbox"/>
NO	

DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.)

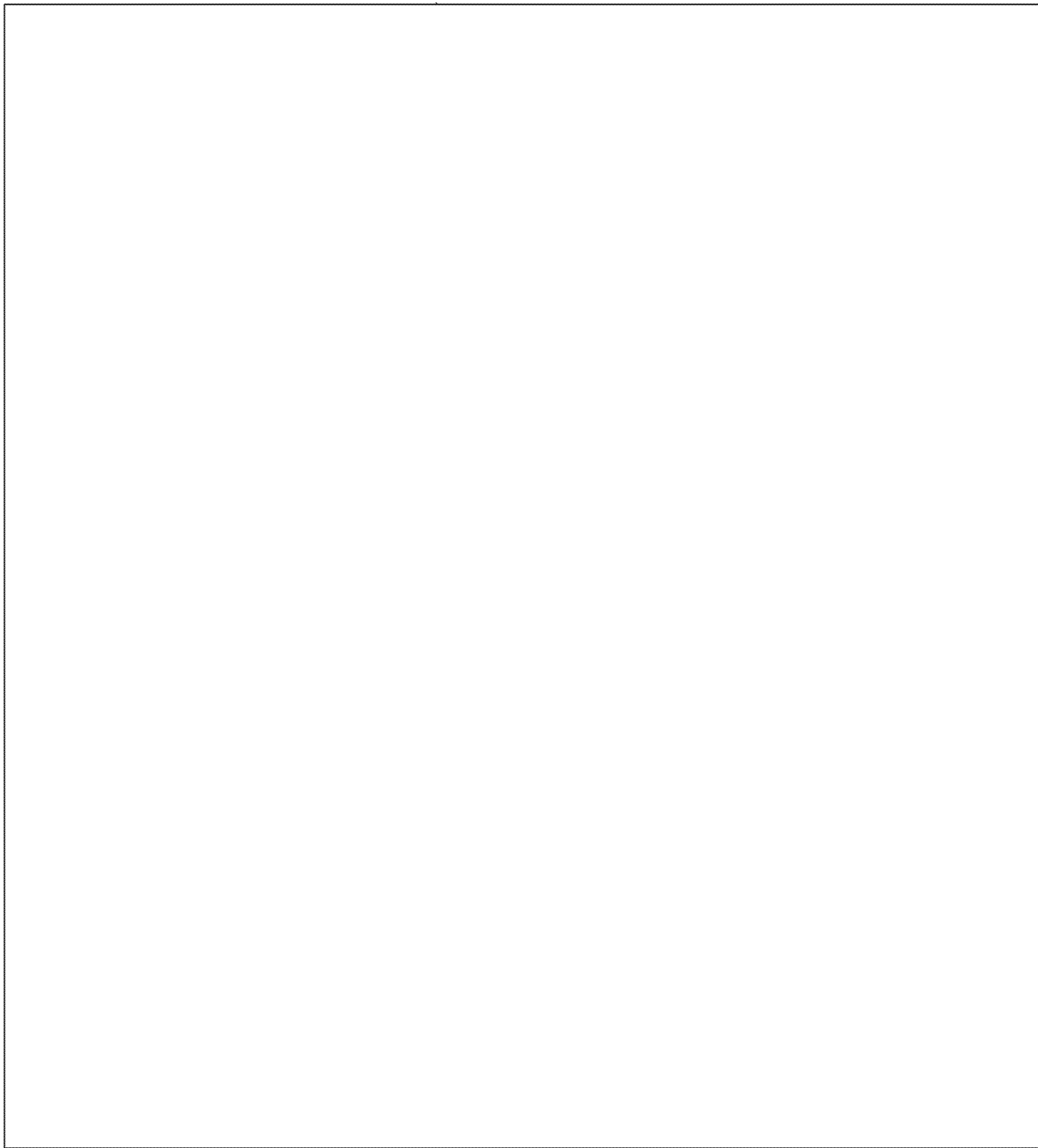
YES	<input checked="" type="checkbox"/>
NO	

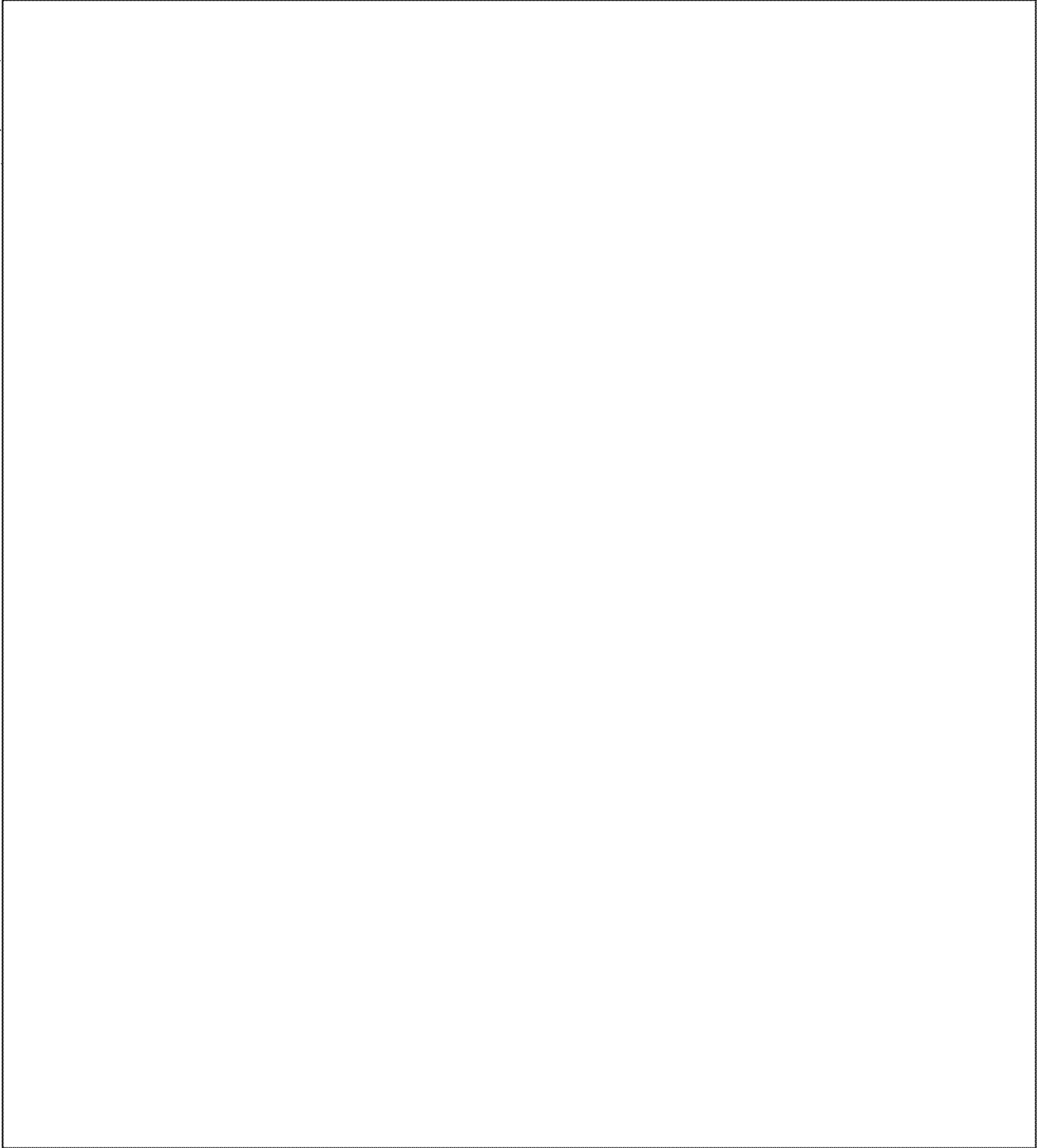
The persons named in item 3 above may also be notified in case of emergency. If such notification is not desirable because of health or other reasons, please so state in item 6 on the reverse side of this form.

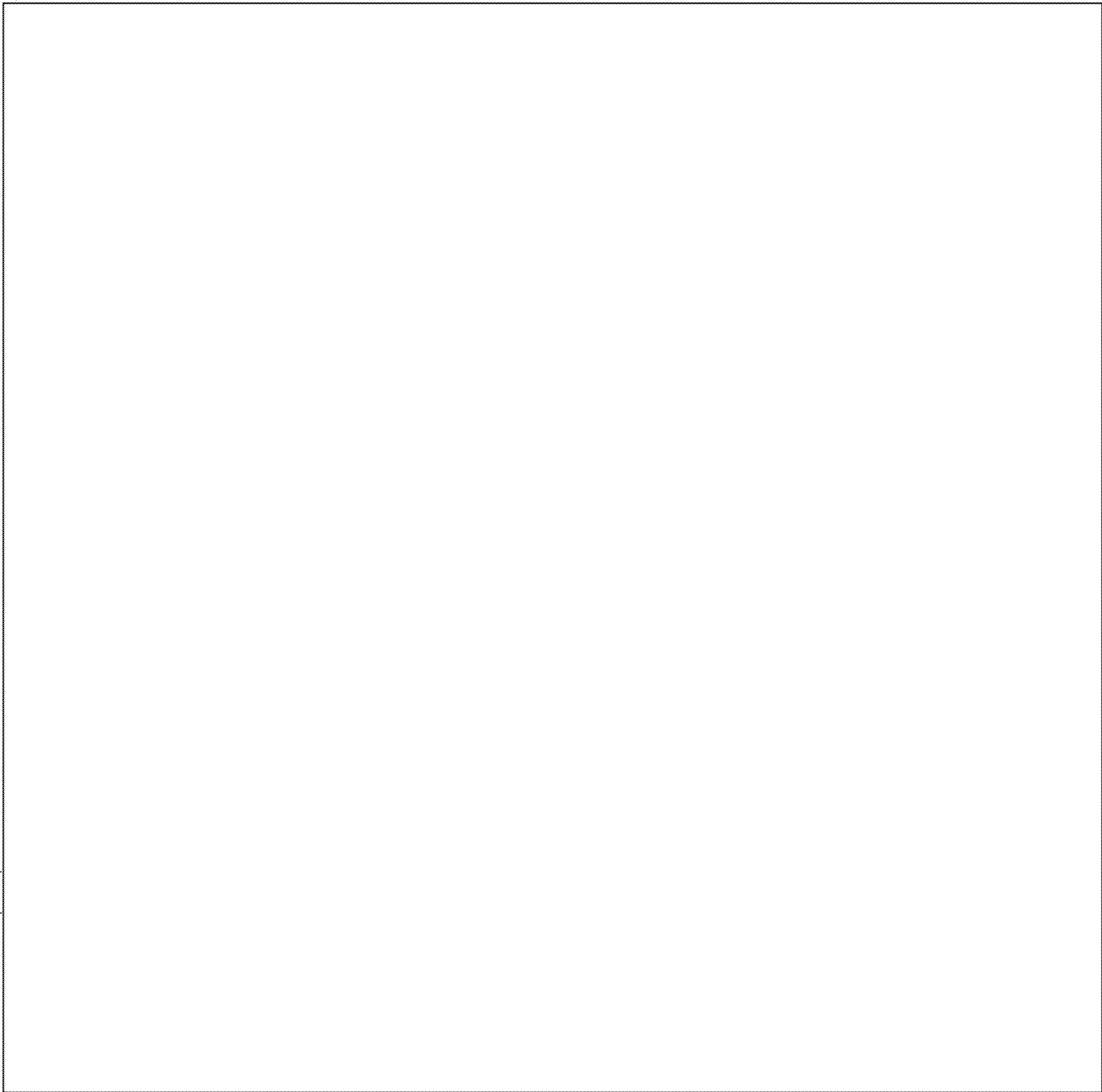
CONTINUED ON REVERSE SIDE

**CURRENT RESIDENCE AND DEPENDENCY REPORT**









S E C R E T

11 January 1961

TO : Director of Personnel

FROM : Chief, WHD

SUBJECT: Additional Compensation in Lieu of Overtime Payment

REF: Memo dated 11 January 1961 from SSA/DPS to DD/S, approved by DD/S. Subject: "Employee Benefits for JIATS Personnel"; and Memo dated 22 December 1960 from ADD(P) to Deputy Director (Plans), Subject: "Employee Benefits for Personnel Assigned to JIATS".

In accordance with referenced memoranda, it is requested that the personnel listed below be authorized to receive additional compensation effective 8 January 1961, at the rate of 15% of their respective rates of basic annual compensation (but not to exceed the ~~regular~~ rate for ~~irregular~~ US-9) in lieu of payment of the regular overtime rates for irregular, unscheduled and frequent overtime.

NAME	EMPLOYEE Serial No.	TITLE	SALARY
ESTERLINE, Jacob D.	56793	OPS Officer	\$14,055
WHEBBER, Robert A.	509360	Ops Officer	12,990
	229360	Ops Officer	14,055
PHILLIPS, David A.	654500	OPS Officer	12,730
MAGLI, Louis F.	012515	OPS Officer	12,210
YUNZUY, Walter P.	064733	OPS Officer	12,730
PETERSON, John D.	56093	OPS Officer	11,575
	59794	Instructor (OPS)	8,955
HIGGS, Calvin W.	56361	Guerrilla Warfare Officer	9,475
RILEY, James	50471	OPS Officer	8,955
WILCO, Anthony L.	559127	OPS Officer	7,820
	60218	Instructor (OPS)	8,955
WEDDALL, Sidney S.	059517	OPS Officer	11,155
REYNOLDS, Robert	55407	OPS Officer	12,470
SPACER, Ernest W.	62285	Instructor (OPS)	12,470
BROWN, Frank S.	61901	Ops Officer	9,475
CARTWRIGHT, Cecil J.	57840	OPS Officer	9,215
CHILLING, Samuel J.	55622	Adm. Officer	7,820
MORALES, David S.	53385	OPS Officer	12,210
KENT, William R.	555193	Ops Officer	9,215

All the above employees are on Allotment #535-5000-3021.

APPROVED  
  
 ROBERT D. SCHOOLS

  
 J. C. KING  
 Chief, WHD

S E C R E T

## APPOINTMENT AFFIDAVITS

**IMPORTANT:**—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CENTRAL INTELLIGENCE AGENCY

(Department or agency)

WASHINGTON, D.C.

(Bureau or division)

(Place of employment)

I, DAVID ATLEE PHILLIPS, do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I knowingly a member of any organization that advocates the overthrow of the constitutional form of the Government of the United States, or which seeks by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) that I will not so advocate, nor will I knowingly become a member of such organization during the period that I am an employee of the Federal Government or any agency thereof.

### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization.

### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

14 March 1960  
(Date of entrance on duty)

David A. Phillips  
(Signature of appointee)

Subscribed and sworn before me this 11th day of March A. D. 1960

at WASHINGTON, D.C. (City) (State)

[SEAL]

William C. Carpenter  
(Signature of officer)  
PERSONNEL CLERK  
(Title)

NOTE.—The oath of office must be administered by a person specified in 5 U. S. C. 18, or by a person designated to administer oaths under Section 206, Act of June 26, 1943, 5 U. S. C. 16a. If by a Notary Public, the date of expiration of his commission should be shown.

## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Admitted unfavorable information about such matters as arrests or discharges will be considered together with the favorable information in your record in determining your present fitness for Federal employment. However, a false statement or dishonest answer to any question may be grounds for dismissal after appointment and is punishable by law.

1. PRESENT ADDRESS (street and number, city and State)			
ALBAN TOWERS - 3500 MASS. AVE. WASHINGTON, D.C.			
2. (A) DATE OF BIRTH	(B) PLACE OF BIRTH (city and State or city and foreign country)		
OCTOBER 31, 1922	FORT WORTH, TEXAS		
3. (A) IN CASE OF EMERGENCY, PLEASE NOTIFY	(B) RELATIONSHIP	(C) STREET AND NUMBER, CITY AND STATE	(D) TELEPHONE NO.
HELEN N. PHILLIPS	WIFE	ALBAN TOWERS 3500 MASS. AVE. WASH, D.C.	WOL-6400

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

If so, for each such relative fill in the blank below. If additional space is necessary, complete under item 12.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) PERMANENT (2) TEMPORARY OR NOT		RELATIONSHIP	MAR- RIED	SIN- GLE
		(3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED				
		1. ....				
		2. ....				
		3. ....				
		1. ....				
		2. ....				
		3. ....				
		1. ....				
		2. ....				
		3. ....				

INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN		YES	NO	INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN		YES	NO
<p>5. (A) ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA, OR (B) AS A NATIVE OF AMERICAN SAMOA DO YOU OWL ALLEGIANCE TO THE UNITED STATES OF AMERICA?</p>			<input checked="" type="checkbox"/>	<p>10. (A) HAVE YOU EVER FILED A WAIVER OF LIFE INSURANCE COVERAGE UNDER THE FEDERAL EMPLOYEES' GROUP LIFE INSURANCE ACT?</p>			<input checked="" type="checkbox"/>
<p>6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?</p> <p><i>If your answer is "Yes," give details in Item 12.</i></p>		<input checked="" type="checkbox"/>		<p>(B) IF YOU HAVE FILED SUCH A WAIVER, HAS IT BEEN CANCELED OR REVOKED?</p>			
<p>7. DO YOU RECEIVE OR HAVE YOU APPLIED FOR AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?</p> <p><i>If your answer is "Yes," give details in Item 12.</i></p>			<input checked="" type="checkbox"/>	<p>11. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT:</p> <p>A. HAVE YOU BEEN DISCHARGED FROM EMPLOYMENT BECAUSE:</p> <p>(1) YOUR CONDUCT WAS NOT SATISFACTORY?</p> <p>(2) YOUR WORK WAS NOT SATISFACTORY?</p>			<input checked="" type="checkbox"/>
<p>8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN ARRESTED, CHARGED, OR HELD BY FEDERAL, STATE, OR OTHER LAW ENFORCEMENT AUTHORITIES FOR ANY VIOLATION OF ANY FEDERAL LAW, STATE LAW, COUNTY OR MUNICIPAL LAW, REGULATION OR ORDINANCE? DO NOT INCLUDE TRAFFIC VIOLATIONS, FOR WHICH A FINE OF \$25 OR LESS WAS IMPOSED. ALL OTHER CHARGES MUST BE INCLUDED EVEN IF THEY WERE DISMISSED.</p> <p><i>If your answer is "Yes," give in Item 12 for each case: (1) approximate date, (2) charge, (3) place, (4) action taken.</i></p>		<input checked="" type="checkbox"/>		<p>B. HAVE YOU RESIGNED AFTER OFFICIAL NOTIFICATION THAT:</p> <p>(1) YOUR CONDUCT WAS NOT SATISFACTORY?</p> <p>(2) YOUR WORK WAS NOT SATISFACTORY?</p>			<input checked="" type="checkbox"/>
<p>9. HAVE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVING BEEN BARRED BY THE U. S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS?</p> <p><i>If your answer is "Yes," give dates of and reasons for such debarment in Item 12.</i></p>			<input checked="" type="checkbox"/>	<p>C. HAVE YOU BEEN DISCHARGED FROM THE ARMED SERVICES UNDER OTHER THAN HONORABLE CONDITIONS?</p> <p><i>If your answer to A, B, or C is "Yes," give details in Item 12 as clearly as you can remember, including the name and address of employer, approximate date, and reasons, in each case.</i></p>			

[illegible]

**INSTRUCTIONS TO APPOINTING OFFICER.**—You must determine that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to appointment. This form should be checked for holding of office, pension, any record of recent discharge or arrest, age, citizenship, and members of family. Also, to establish the identity of the appointee, you should particularly check (1) his signature and handwriting against the application and/or other pertinent papers and (2) his physical appearance against the medical certificate.

STANDARD FORM 144 REVISED SEPTEMBER 1964 U. S. CIVIL SERVICE COMMISSION FPM CHAPTERS 11, 12, AND 32		STATEMENT OF PRIOR FEDERAL CIVILIAN AND MILITARY SERVICE AND DETERMINATION OF COMPETITIVE STATUS	
<p><b>IMPORTANT:</b> The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.</p>			
PART I.—EMPLOYEE'S STATEMENT		PART II.—THIS COLUMN IS FOR PERSONNEL OFFICE USE	
1. NAME (Last, first, middle initial)		2. DATE OF BIRTH	
PHILLIPS, DAVID ATLEE		OCTOBER 31, 1927	
3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (Do not include military service).		10. A. CSC STATUS <input type="checkbox"/> YES <input type="checkbox"/> NO B. TYPE OF PRESENT APPOINTMENT	
NAME AND LOCATION OF AGENCY	FROM YEAR MONTH DAY	TO YEAR MONTH DAY	TYPICAL APPOINTMENT IF KNOWN
CIA	1944-1945 1	1945-1947 13	C.S.-1
4. LIST PERIODS OF ACTIVE SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES IF YOU HAD NO ACTIVE MILITARY SERVICE, WRITE "NONE."			
BRANCH	FROM YEAR MONTH DAY	TO YEAR MONTH DAY	DISCHARGE (Hon. or dishon.?)
ARMY AIR FORCE	1942-1943 13	1945-1947 31	HON.
5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.		12. TOTAL SERVICE 6 3 2	
TYPE IF KNOWN (LWOP, Full, Susp, AWOL, Mer Mar)	FROM YEAR MONTH DAY	TO YEAR MONTH DAY	TOTAL YEARS MONTHS DAYS
6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If answer is "Yes," in what agency were you employed at the time status was acquired?)		13. NONCREDITABLE SERVICE (Leave purposes only):	
		14. NONCREDITABLE SERVICE (RIF purposes only):	
7. ARE YOU:		15. REEMPLOYMENT RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO	
A. THE WIFE OF A DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		16. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO	
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		17. EXPIRATION DATE OF RETENTION RIGHTS	
C. THE UNREMARKED WIDOW OF A VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS.			
I swear (or affirm) that the above statements are true to the best of my knowledge and belief.			
12 MARCH 1960 (DATE)		David A. Phillips (SIGNATURE)	
Subscribed and sworn to before me on this _____ day of _____ 1960 at WASHINGTON, D.C. (MONTH) (CITY) (STATE)			
SEAL		Sheldon Capriotti (SIGNATURE)	
NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.			
INSTRUCTIONS: File this form on the permanent side of the employee's official personnel folder immediately before or after the personnel action involved.			

(OVER)

15-55450-2

**Part III.—DETERMINATION OF COMPETITIVE STATUS.** (Complete for noncompetitive hires based on competitive status as required by instructions in FPM Chapter 52.) Employee has a competitive status. This determination is based upon the following evidence:

NAME OF AGENCY	SIGNATURE AND OFFICIAL TITLE	DATE

**PART IV.—DETERMINATION OF CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR LEAVE PURPOSES**

	TOTAL SERVICE (Item 12)	NONCREDITABLE SERVICE (Item 13)	CREDITABLE SERVICE (Leave Purposes)	ENTRANCE ON DUTY DATE (Present Agency)	LESS CREDITABLE SERVICE (Leave Purposes)	SERVICE COM- PUTATION DATE (Leave Purposes)
Years				1960	5	
Months				03	12	3
Days				14	14	1

**PART V.—DETERMINATION OF CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR REDUCTION IN FORCE PURPOSES.** (Complete only in those cases when the amount of creditable service for reduction in force purposes differs from the amount creditable for leave purposes.)

	TOTAL SERVICE (Item 12)	NONCREDITABLE SERVICE (Item 14)	CREDITABLE SERVICE (RIF Purposes)	ENTRANCE ON DUTY DATE (Present Agency)	LESS CREDITABLE SERVICE (RIF Purposes)	SERVICE COM- PUTATION DATE* (RIF Purposes)
Years						
Months						
Days						

\* Enter as the "Service Computation Date" on the employee's "Service Record Card," SF 7

REMARKS:



(43)

**CONFIDENTIAL**  
(When Filled In)

[illegible]

**CONFIDENTIAL**

MEMORANDUM FOR:

SUBJECT : Credit Reference

1. You are advised that the position for which you have been hired is of a sensitive nature and that YOU ARE NOT TO IDENTIFY YOURSELF WITH THIS AGENCY FOR credit reference or for any other purpose.

2. You are to disregard that portion of the Monday morning Personnel EEO Orientation and the Monday morning Security Introduction (which you will receive during your second or third week with the Agency) which authorizes certain personnel to identify themselves with this Agency, when necessary, for credit, rental agreements, and like purposes.

3. You will be advised by your Placement Officer as to the correct information necessary for proper job identification. If at any time you experience any difficulties you may arrange an appointment through your Placement Officer to see the Security Officer responsible for your activity.

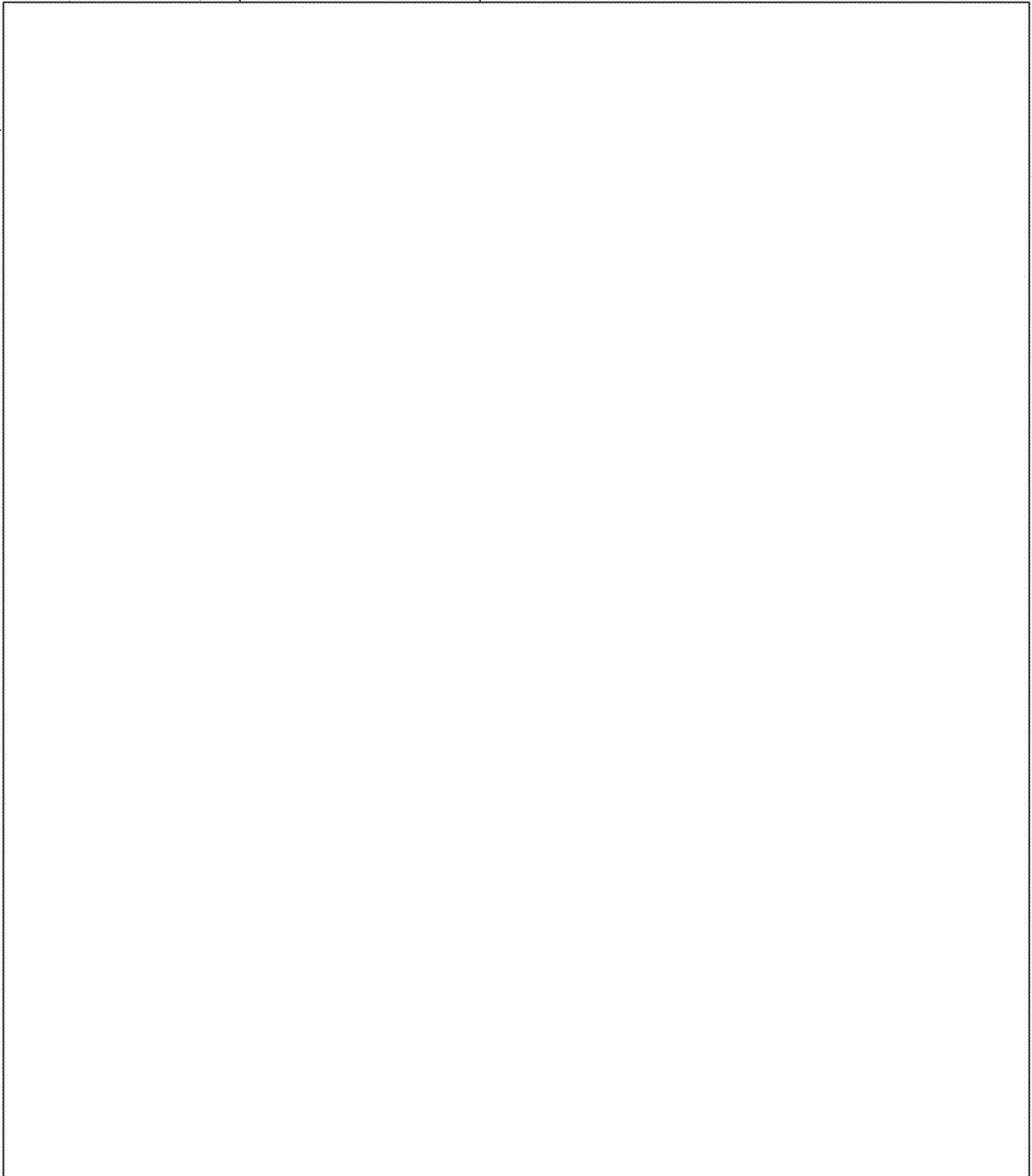
G. W. STURGEY  
Director of Personnel

I have read the above and understand that I am not to associate myself with the Central Intelligence Agency for credit reference or for any other purpose.

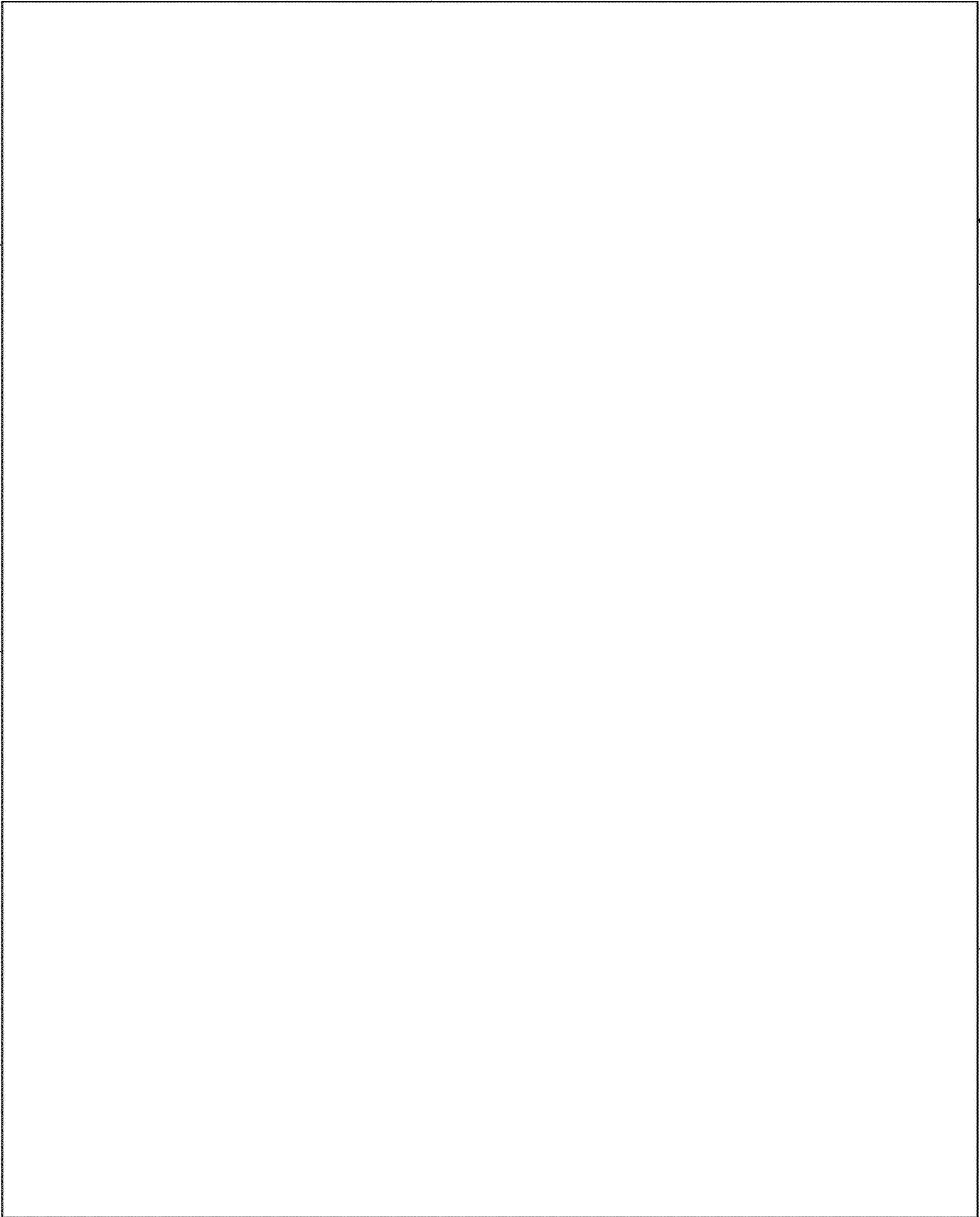
14 March 1960  
Date

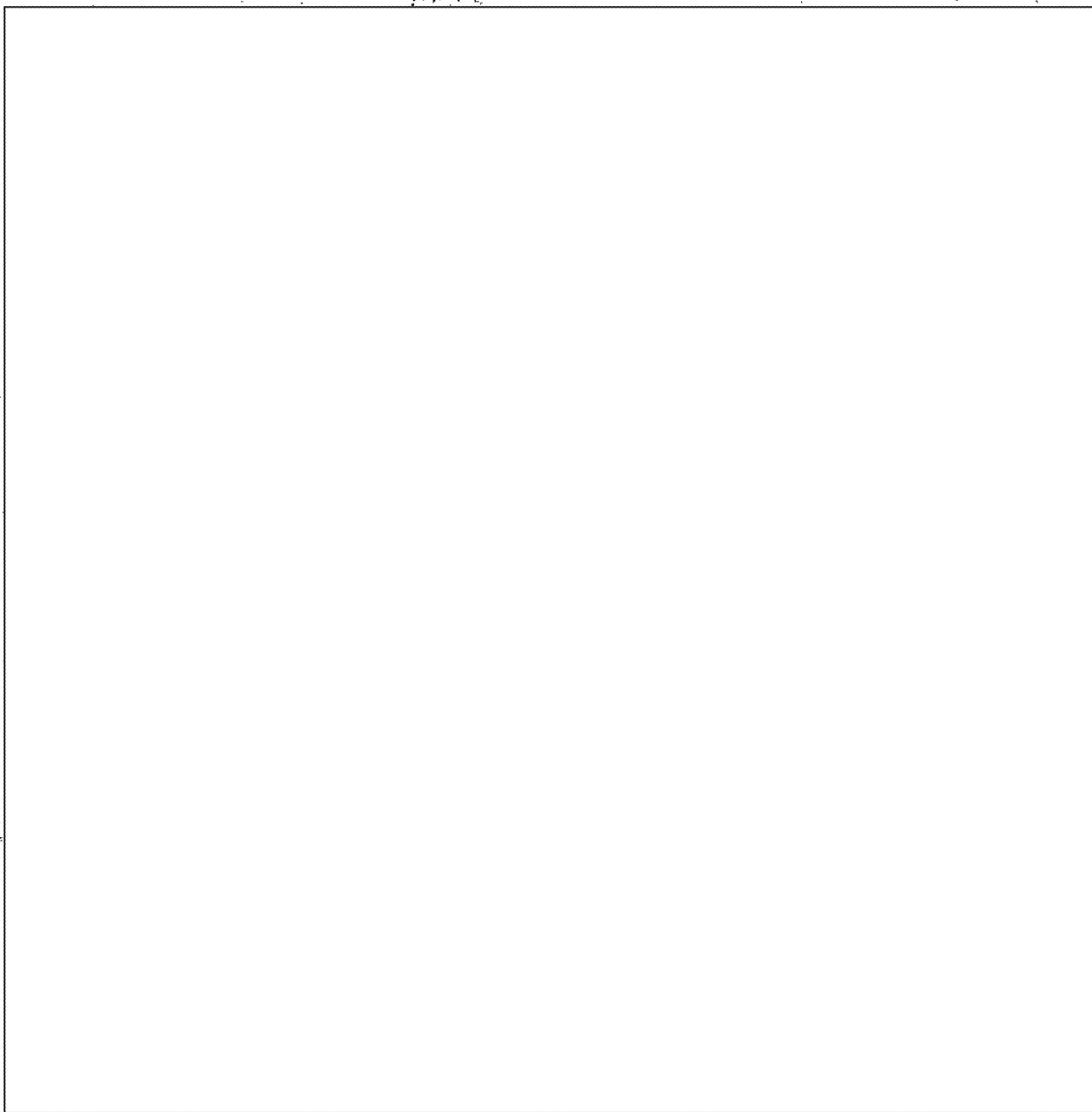
David G. Plumer  
Signature of Employee

SECRET



SECRET





SECRET

CONTRACT INFORMATION AND CHECK LIST		CASE OFFICER	DIVISION
INSTRUCTIONS: Complete all items, inserting "NA" when items are not applicable. Forward original and one copy for preparation of contract.		<b>Roy Malcolm</b>	<b>WH</b>
		TELEPHONE EXTENSION	DATE
		<b>2056</b>	<b>17 January, 1956</b>
SECTION I GENERAL			
1. NAME <b>[REDACTED]</b>	2. PROJECT	3. ALLOTMENT NO.	4. SLOT NO.
		<b>6-3545-55-055</b>	<b>BAF-125</b>
5. PREVIOUS CIA PSEUDONYM OR ALIASES	6. INDIVIDUAL IS PRESENTLY ENGAGED, OR HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include salary)		
	<b>Contract Agent, 1952 - 1954</b> <b>Staff Employee as of 1 May 1955 - \$10,320</b>		
7. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.)	
		<b>Staff Agent</b>	
SECTION II PERSONAL DATA			
11. CITIZENSHIP	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO	13. AGE	14. DATE OF BIRTH (Month, day, year)
<b>U.S.</b>		<b>33</b>	<b>31 October 1922</b>
15. LEGAL RESIDENCE (City and state or country)		16. CURRENT RESIDENCE (City and state or country)	
<b>4804 Washburn, Fort Worth, Texas, USA</b>		<b>949 Rose Lane, Falls Church, Va.</b>	
17. MARITAL STATUS (Check as appropriate)			
<input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input checked="" type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP:		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
<b>Wife : Helen H. Phillips</b> <b>Daughter : Maria Louise Phillips</b> <b>Son : David A. Phillips, Jr.</b> <b>Daughter : Atlee Young Phillips</b>			
SECTION III U.S. MILITARY STATUS			
20. RESERVE	21. VETERAN	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
<b>No</b>	<b>Yes</b>		
23. BRANCH OF SERVICE	24. RANK OR GRADE	25. DRAFT ELIGIBLE	26. DRAFT DEFERMENT OBTAINED BY CIA
		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION IV COMPENSATION			
27. BASIC SALARY	28. POST DIFFERENTIAL	29. COVER (Breakdown, if any)	30. TAXES TO BE WITHHELD BY COVER
<b>\$10,320</b>	<b>Yes</b>	<b>No</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS	32. POST	33. OTHER	
<b>Yes</b>			
34. COVER (Breakdown, if any)			
SECTION VI TRAVEL			
35. TYPES <input checked="" type="checkbox"/> PCS <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
37. HOUSEHOLD EFFECTS TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH			
<b>Helen H. Phillips, Wife, U.S. 36, [REDACTED]</b> <b>Maria Louise Phillips, Daughter, U.S. 6, [REDACTED]</b> <b>David A. Phillips, Jr., Son, U.S. 4, [REDACTED]</b> <b>Atlee Young Phillips, Daughter, U.S. 2, [REDACTED]</b>			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION	43. ENTERTAINMENT	44. OTHER	
45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH			

SECRET

# CONTRACT INFORMATION AND CHECK LIST (CONTINUED)

TE: SEE INSTRUCTIONS ON FIRST SHEET.

NAME OFFICER

TELEPHONE EXTENSION

2056

DATE

WH

17 January 1956

## SECTION VIII

## OTHER BENEFITS

BENEFITS (See Part XIV of Confidential Fund Regulations or successor regulations for benefits applicable to various categories of contract personnel. If medical benefits are requested, see R 15-235 or successor regulations.)

Staff Agent benefits

## SECTION IX

## COVER ACTIVITY

7. STATUS (Check)	<input type="checkbox"/> PROPOSED	40. TYPE (Check)	<input type="checkbox"/> PROPRIETARY	<input type="checkbox"/> CULTURAL	<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> TOURIST
	<input checked="" type="checkbox"/> ESTABLISHED		<input type="checkbox"/> SUBSIDIARY	<input type="checkbox"/> EDUCATIONAL	<input type="checkbox"/> MILITARY	<input checked="" type="checkbox"/> OTHER
10. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS						
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL						

## SECTION X

## OFFSET OF INCOME

9. OFFSET OF INCOME AND OTHER EMOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.)

☒ TOTAL ☐ PARTIAL ☐ NONE

## SECTION XI

## TERM

1. DURATION	32. EFFECTIVE DATE	33. RENEWABLE
DAYS MONTHS YEARS	Upon Departure	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
34. TERMINATION NOTICE (Number of days)	35. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION	
	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

## SECTION XII

## FUNCTION

6. PRIMARY FUNCTION (PI, PP, other)

PP

## SECTION XIII

## DUTIES

7. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED

PP Officer, Cuba

## SECTION XIV

## QUALIFICATIONS

### 58. EXPERIENCE

Contract Agent 1952-1954 in   
Contract Agent 1954 (PBSUCCESS & FBHISTORY)  
 Associate 1954-1955

### 59. EDUCATION

(Check Highest Level Attained)

<input type="checkbox"/> GRADE SCHOOL	<input type="checkbox"/> HIGH SCHOOL GRADUATE	<input type="checkbox"/> TRADE SCHOOL GRADUATE
<input type="checkbox"/> BUSINESS SCHOOL GRADUATE	<input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE	
<input checked="" type="checkbox"/> COLLEGE (No degree)	<input type="checkbox"/> COLLEGE DEGREE	<input type="checkbox"/> POST GRADUATE

### 60. LANGUAGE COMPETENCY

(Check Appropriate Degree Competency)

LANGUAGE	SPEAK		WRITE		READ		61. INDIVIDUAL'S COUNTRY OF ORIGIN
	FLUENT	AVERAGE	FLUENT	AVERAGE	POOR	FLUENT	
Spanish	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		U.S.
French		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

### 62. AREA KNOWLEDGE

Latin America, Europe

## SECTION XV

## PRIOR EMPLOYMENT

63. JOB AND SALARY PRIOR TO SERVICE FOR CIA

Self employed: Newspaper editor and publisher; lecturer.

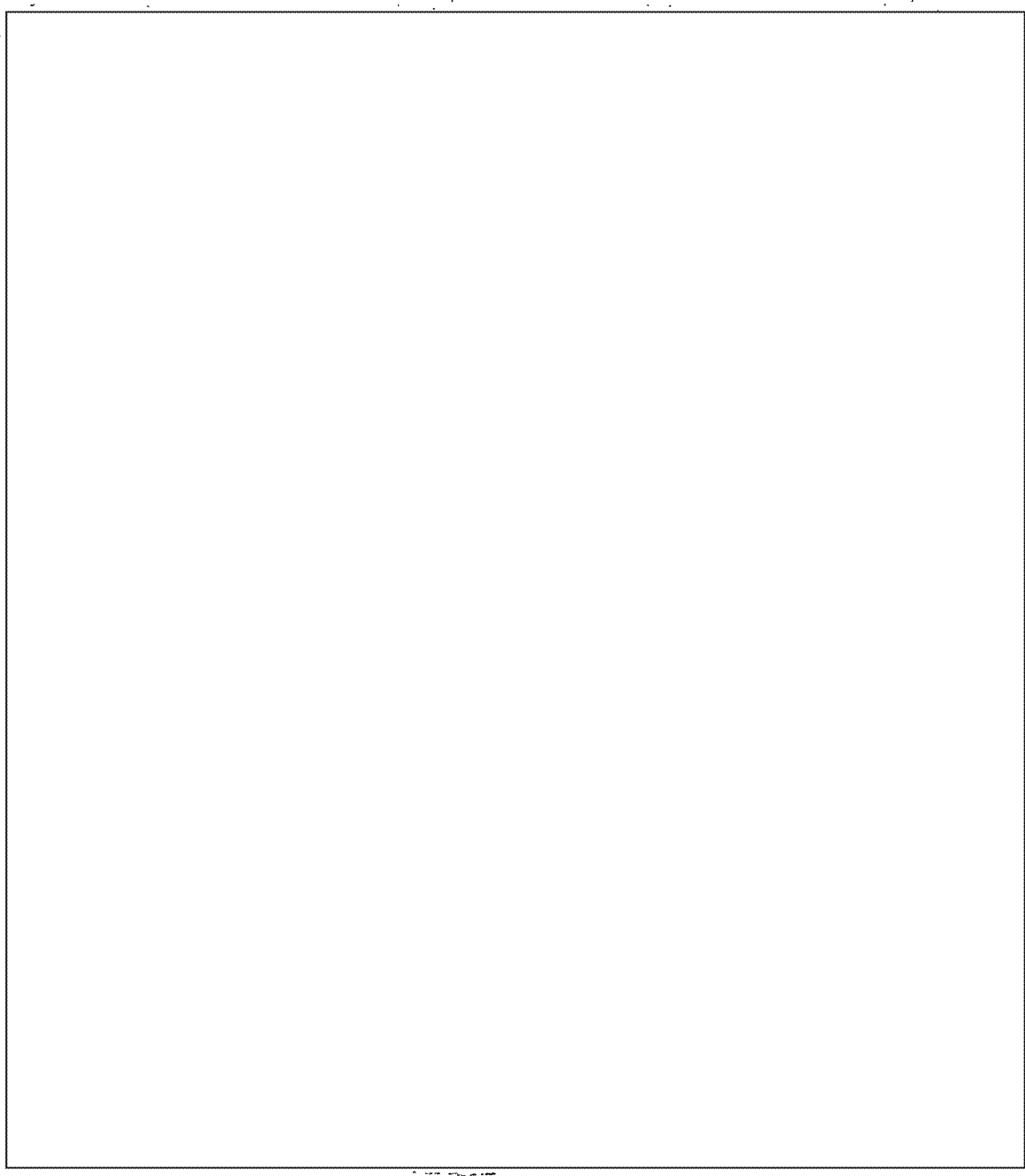
## SECTION XVI

## ADDITIONAL INFORMATION

64. ADDITIONAL OR UNUSUAL REQUIREMENTS JUSTIFICATIONS OR EXPLANATIONS (See other side if necessary)



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CONTRACT INFORMATION AND CHECK LIST		CASE OFFICER	DIVISION
INSTRUCTIONS: Complete all items. Inserting "NA" when items are not applicable. Forward original and one copy for preparation of contract.		TELEPHONE EXTENSION 3548	NEA DATE 9 May 1957
SECTION I GENERAL			
1. NAME <i>Walter Phillips</i>	2. PROJECT PSCTATE	3. ALLOTMENT NO.	4. SLOT NO.
5. PREVIOUS CIA PSEUDONYM OR ALIASES <i>[Redacted]</i>	6. INDIVIDUAL IS PRESENTLY ENGAGED OR HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include salary) Staff Agent, WH \$10,535.00		
7. SECURITY CLEARANCE (Type and date) Top Secret, 1 April 1955		8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.) Staff Agent	
SECTION III PERSONAL DATA			
11. CITIZENSHIP U.S.A.	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO	13. AGE 34	14. DATE OF BIRTH (Month, day, year) 31 Oct. 1922
15. LEGAL RESIDENCE (City and state or country) 4804 Washburn, Fort Worth, Texas		16. CURRENT RESIDENCE (City and state or country)	
17. MARITAL STATUS (Check as appropriate) <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP: Five; Wife and four children		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:	
SECTION III U.S. MILITARY STATUS			
20. RESERVE N.A.	21. VETERAN World War II	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat) N.A.	
23. BRANCH OF SERVICE N.A.	24. RANK OR GRADE N.A.	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION IV COMPENSATION			
27. BASIC SALARY \$10,320.00	28. POST DIFFERENTIAL \$585.00	29. COVER (Breakdown, if any)	30. TAXES TO BE WITHHELD BY COVER <input type="checkbox"/> YES <input type="checkbox"/> NO
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS \$3,000.00	32. POST \$585.00	33. OTHER	
34. COVER (Breakdown, if any)			
SECTION VI TRAVEL			
35. TYPES <input checked="" type="checkbox"/> PCS <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
37. HOUSEHOLD EFFECTS TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH Wife: Helen H. Phillips, U.S., 38, [Redacted] Daughter: Maria Louise Phillips, U.S., 7, [Redacted] Daughter: Atless Young Phillips, U.S., 4, [Redacted] Son: David A. Phillips, Jr., U.S. 5, [Redacted] Child approx. 5 mos., U.S. [Redacted]			
<p><i>Present letter OK.</i></p> <p><i>HLW - April 57</i></p>			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION N.A.	43. ENTERTAINMENT N.A.	44. OTHER N.A.	
45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH			

**SECRET**

<b>CONTRACT INFORMATION AND CHECK LIST (CONTINUED)</b>		CASE OFFICER <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	DIVISION NEA
WITH: SEE INSTRUCTIONS ON FIRST SHEET		TELEPHONE EXTENSION 3548	DATE 9 May 1957

**SECTION VIII OTHER BENEFITS**

46. BENEFITS (See Part XIV of Confidential Fund Regulations or successor regulations for benefits applicable to various categories of contract personnel. If medical benefits are requested, see B 55-230 or successor regulations.)

Usual staff employee benefits

**SECTION IX COVER ACTIVITY**

47. STATUS (Check)	<input type="checkbox"/> PROPOSED <input checked="" type="checkbox"/> ESTABLISHED	48. TYPE (Check)	<input type="checkbox"/> PROPRIETARY <input type="checkbox"/> SUBSIDIARY	<input type="checkbox"/> CULTURAL <input type="checkbox"/> EDUCATIONAL	<input checked="" type="checkbox"/> COMMERCIAL <input type="checkbox"/> MILITARY	<input type="checkbox"/> TOURIST <input type="checkbox"/> OTHER
--------------------	--	------------------	---	---	---	--

49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS

☐ YES    ☐ NO    ☐ COMPLETE    ☐ PARTIAL

**SECTION X OFFSET OF INCOME**

50. OFFSET OF INCOME AND OTHER EMOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.)

☒ TOTAL    ☐ PARTIAL    ☐ NONE

**SECTION XI TERM**

51. DURATION	52. EFFECTIVE DATE	53. RENEWABLE
<input type="checkbox"/> DAYS <input type="checkbox"/> MONTHS <input checked="" type="checkbox"/> 2 YEARS	Upon departure	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

54. TERMINATION NOTICE (Number of days)

55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION

☒ YES    ☐ NO

**SECTION XII FUNCTION**

56. PRIMARY FUNCTION (PI, PP, other)

PP

**SECTION XIII DUTIES**

57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED

**SECTION XIV QUALIFICATIONS**

58. EXPERIENCE

PP operations officer in the development, management and supervision of radio broadcasting facilities; professional experience in several media, particularly newspapers and radio.

59. EDUCATION (Check Highest Level Attained)	<input type="checkbox"/> GRADE SCHOOL <input type="checkbox"/> BUSINESS SCHOOL GRADUATE <input checked="" type="checkbox"/> COLLEGE (No degree)	<input type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> COLLEGE DEGREE	<input type="checkbox"/> TRADE SCHOOL GRADUATE <input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE <input type="checkbox"/> POST GRADUATE	<input type="checkbox"/> MA <input type="checkbox"/> PHD
---	---	--	---	---

60. LANGUAGE COMPETENCY (Check Appropriate Degree Competency)	LANGUAGE Spanish French German	SPEAK FLUENT AVERAGE POOR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	WRITE FLUENT AVERAGE POOR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	READ FLUENT AVERAGE POOR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	61. INDIVIDUAL'S COUNTRY OF ORIGIN  U.S.A.
--	---	---	---	--	--

62. AREA KNOWLEDGE

Central and South America; North Africa; Italy

**SECTION XV PRIOR EMPLOYMENT**

63. JOB AND SALARY PRIOR TO SERVICE FOR CIA

Editor and publisher, lecturer, actor and free-lance writer.

**SECTION XVI ADDITIONAL INFORMATION**

64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)

Assignment to Project PECTATE should be effective 30 April 1957

65. OVER

DATE	TYPED NAME & SIGNATURE OF DIVISION OFFICER	DATE	TYPED NAME & SIGNATURE OF SENIOR STAFF OFFICER
10 May 57			

TR

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(When Filled In)

1. NAME (Last) <i>Phillips</i> (First) <i>David</i> (Middle) <i>A</i>		2. THIS DATE <i>9 Dec 55</i>			
3. THE FOLLOWING AGENCY SPONSORED INSURANCE PROGRAMS HAVE BEEN EXPLAINED TO ME: <input type="checkbox"/> WAR ASSOCIATES' EMPLOYEES PROTECTIVE ASSOCIATION (WAEPA) <input type="checkbox"/> DEAD DISEASES <input checked="" type="checkbox"/> GROUP HOSPITALIZATION INCORPORATED (GHI) <input checked="" type="checkbox"/> INCOME REPLACEMENT <input checked="" type="checkbox"/> MUTUAL BENEFIT OF OHIO - HOSPITALIZATION <input checked="" type="checkbox"/> UNITED LIFE INSURANCE (ULIC) <input type="checkbox"/> AIR TRIP INSURANCE					
4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance)					
5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE INSURANCE PROGRAMS LISTED BELOW.		SIGNATURE OF EMPLOYEE <i>David C. Phillips</i>			
TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
<i>Life Insurance</i>		<input checked="" type="checkbox"/>			
<i>Health Insurance</i>		<input checked="" type="checkbox"/>	<i>PC Thompson</i>	<i>50</i>	
6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS				SIGNATURE OF EMPLOYEE	
7. EMPLOYEE INTERVIEWED BY	CPB (Signature) <i>C-T Churman</i>			ICD (Signature)	
8. REMARKS					
When completed, the original of this form should be forwarded to T&B for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB files.					

## INSURANCE QUESTIONNAIRE

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(When Filled In)

RESIDENCE AND DEPENDENCY REPORT					
<b>INSTRUCTIONS:</b> Submit in duplicate when ordered overseas or whenever designated place of residence, marital or dependency status changes. This information is important in determining travel expenses allowable in connection with leave at Government expense, overseas duty, return to residence upon separation, and in determining transportation expenses allowable in connection with shipment of remains of employee or member of family.					
1. NAME OF EMPLOYEE (Last)		(First)		(Middle)	
Phillips		David		Atlee	
2. RESIDENCE DATA					
PLACE OF RESIDENCE WHEN APPOINTED			LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (if appointed abroad)		
949 Rose Lane, Falls Church, Va.					
PLACE IN CONTINENTAL U.S. DESIGNATED PERMANENT OR LEGAL RESIDENCE					
1804 Washburn, Fort Worth, Texas.					
3. MARITAL STATUS					
<input type="checkbox"/> SINGLE	PLACE OF MARRIAGE		DATE OF MARRIAGE		
<input checked="" type="checkbox"/> MARRIED	Fort Worth, Texas		5 June 1948		
<input type="checkbox"/> DIVORCED	PLACE OF DIVORCE DECREE		DATE OF DIVORCE DECREE		
<input type="checkbox"/> WIDOWED	PLACE SPOUSE DIED		DATE SPOUSE DIED		
4. MEMBERS OF FAMILY					
NAME OF SPOUSE		ADDRESS (Number) (Street) (City) (State)		TELEPHONE	
Helen Haasch Phillips		949 Rose Lane Falls Church Va.		JE-3-9579	
NAMES OF CHILDREN		ADDRESS (Number) (Street) (City) (State)		SEX	AGE
Maria Louise Phillips		" " " "		Female	6
David Atlee Phillips, Jr.		" " " "		Male	3
Atlee Young Phillips		" " " "		Female	2
NAME OF FATHER (or male guardian)		ADDRESS (Number) (Street) (City) (State)		TELEPHONE	
Deceased					
NAME OF MOTHER (or female guardian)		ADDRESS (Number) (Street) (City) (State)		TELEPHONE	
Deceased					
5. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY					
NAME				RELATIONSHIP	
Edwin T. Phillips, Jr.				Brother	
ADDRESS (Number) (Street) (City) (State)				TELEPHONE	
1804 Washburn Fort Worth Texas					
THE PERSONS NAMED IN ITEM 4 ABOVE WILL ALSO BE NOTIFIED IN CASE OF EMERGENCY. IF SUCH NOTIFICATION IS NOT DESIRABLE, DUE TO HEALTH OR OTHER PERTINENT REASONS, PLEASE SO STATE UNDER "REMARKS."					
VOLUNTARY ENTRIES					
THE FOLLOWING AGENCY ENDORSED LIFE AND HOSPITALIZATION INSURANCE POLICIES ARE IN FORCE IN MY NAME: THE "POLICY NO." SHOULD BE ENTERED IF POSSIBLE, SINCE THIS INFORMATION WILL ASSIST IN EXPEDITING ACTION BY THE INSURANCE COMPANY SHOULD A CLAIM BECOME PAYABLE.					
6. FULL NAME OF COMPANY		ADDRESS OF HOME OFFICE		POLICY NO.	
U.S. Government Employee		Washington, D.C.			
Mutual of Omaha Hospitalization		Omaha, Neb.		GMF 1514	
7. I HAVE COMPLETED THE FOLLOWING: WILL <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO POWER OF ATTORNEY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					
8. REMARKS:					
Power of Attorney to: Edwin T. Phillips, Jr. 1804 Washburn, Fort Worth, Texas.  Edmond K. Rannon Casilla 1250, Santiago, Chile					
SIGNED AT		DATE		SIGNATURE	
Washington, D.C.		27 December 1955		David C. Phillips	

# CERTIFICATE OF ATTENDANCE

I certify that on MAY 12 1955 I have attended  
(DATE)  
 the Induction Course specified by Regulation 25-110.

*Note:*  
 Displayed unusual  
 alertness at the  
 Introduction Program  
 on May 12  
 For

DAVID A. PHILLIPS

(NAME) - Please print

☐ CLERICAL

☐ STENOGRAPHIC

☒ OTHER

OFFICE 2010/PP/130

GS- 14 (Grade)

FORM NO. 110 REPLACES FORM SI-121  
 1-55 AS SHOWN WHICH MAY BE USED.

## APPOINTMENT AFFIDAVITS

**IMPORTANT.**—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CENTRAL INTELLIGENCE AGENCY

(Department or agency)

WASHINGTON, D. C.

(Bureau or division)

(Place of employment)

I, DAVID A. PHILLIPS, do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

1 April 1955

(Date of entrance on duty)

(Signature of appointee)

Subscribed and sworn before me this 23 day of April, A. D. 1955,

at Washington,  
(City)

D. C.  
(State)

[SEAL]

(Signature of officer)  
DSC 10 & 16a

(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)  
 7201 JACKSON AVE. FORT WORTH, TEXAS

2. (A) DATE OF BIRTH: OCTOBER 31, 1922 (B) PLACE OF BIRTH (city or town and State or country): FORT WORTH, TEXAS

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY: NELEN SEVEN PHILIPS (B) RELATIONSHIP: WIFE (C) STREET AND NUMBER, CITY AND STATE: 7201 JACKSON AVE. FORT WORTH, TEXAS (D) TELEPHONE NO.: JF-19-1777

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (OTHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO  
 If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATION- SHIP	MAR- RIED (Check one)	SINGLE
		1. _____			
		2. _____			
		3. _____			
		1. _____			
		2. _____			
		3. _____			
		1. _____			
		2. _____			
		3. _____			

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS
			ITEM NO. WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X		
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?		X	
If your answer is "Yes", give details in Item 10.			
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?		X	
If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service, amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.			
8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION?		X	
If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.			
9. HAVE YOU BEEN ARRESTED (NOT INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED \$5 OR LESS OR FORFEITED COLLATERAL OF \$5 OR LESS) SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT?		X	
If your answer is "Yes", list all such cases under Item 10. Give in each case, (1) The date, (2) the nature of the offense or violation, (3) the name and location of the court, (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.			

### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformity with the Civil Service Act, applicable Civil Service Rules and Regulations and Acts of Congress pertaining to appointment. This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee**—It is the duty of the appointing officer to guard against impersonation and to determine beyond reasonable doubt that the appointee is the same person whose appointment was authorized. The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. If the appointee qualified in a written examination, the signature on this form should be compared with the signature on the declaration sheet, which was signed in the examination room. His physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) **Age**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointing officer should not be consummated until clearance has been secured from the certifying officer of the Civil Service Commission.

(4) **Members of Family**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members of family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.



SECRET  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST
2. NAME (Last, First, Middle) <b>Phillips, David A.</b>		29 Jan 75
3. POSITION TITLE <b>C/LAD</b>		4. GRADE <b>GS-18</b>
5. OFFICE, DIVISION, BRANCH <b>DDO/LA</b>		6. EMPLOYEE'S EXT. <b>5103</b>
7. PURPOSE OF EVALUATION		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> PRE-EMPLOYMENT   <input type="checkbox"/> ENTRANCE ON DUTY   <input checked="" type="checkbox"/> TDY STANDBY   <input type="checkbox"/> SPECIAL TRAINING   <input type="checkbox"/> ANNUAL   <input type="checkbox"/> RETURN TO DUTY   <input type="checkbox"/> FITNESS FOR DUTY   <input type="checkbox"/> MEDICAL RETIREMENT </div> <div style="width: 50%;"> <input type="checkbox"/> HQS/TDY  <input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">           ETD            STATION            TDY OR PCS            TYPE OF COVER            NO. OF DEPENDENTS TO ACCOMPANY            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY ATTACHED </div> <input type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">           ETA            STATION            NO. OF DEP.'S </div> </div> </div>		
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		
<input type="checkbox"/> YES <input type="checkbox"/> NO		
9. REQUESTING OFFICER		
SIGNATURE		
<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <b>LA/Trng</b>		
ROOM NO. & BUILDING		
<b>3D5317 Hqs</b>		
EXT		
<b>7431</b>		

10. COMMENTS	
Subject has completed his Executive Annual.	
11. REPORT OF EVALUATION	
Qualified for <del>IXBXXIXIX</del> TDY Standby until 1 October 1975.	
DATE	SIGNATURE FOR CHIEF OF MEDICAL STAFF
4 February 1975	William T. Golder, OMS/Registrar

SECRET

(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST 10 May 1972	
2. NAME (Last, First, Middle) Phillips, David A. (Dependents of)		3. POSITION TITLE COS	4. GRADE GS-17
5. OFFICE DIVISION, BRANCH [Redacted]		6. EMPLOYEE'S EXT. 7431	
7. PURPOSE OF EVALUATION			
<input type="checkbox"/> PRE-EMPLOYMENT <input type="checkbox"/> ENTRANCE ON DUTY <input type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> HQS/TDY <input checked="" type="checkbox"/> OVERSEAS ASSIGNMENT <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           ETD            August 1972            STATION            [Redacted]            TDY OR PCS            PCS            TYPE OF COVER            [Redacted]            NO. OF DEPENDENTS TO ACCOMPANY  <del>XXXX</del> five            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY ATTACHED         </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           ETA            STATION            NO. OF DEP'S         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)			
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		9. REQUESTING OFFICER	
<div style="font-size: 2em; font-weight: bold; text-align: center;">DEPENDENT</div> <div style="text-align: right; margin-top: -20px;">11 MAY 1972</div>		SIGNATURE [Redacted]	
		ROOM NO. & BUILDING 3D 5309 Hqs	EXT. 7431

10. COMMENTS			
Please schedule appointments for the week of 10 July.			
Virginia S. wife	26 Feb 43	Wynne Augherton <sup>W.R.N.</sup> son	12 Sep 64
Deborah Anne Mau	25 Dec 59	Todd son	3 Aug 70
Bryan Moss <del>son</del>	31 Dec 60	<del>son</del>	28 Dec 56
11. REPORT OF EVALUATION QUALIFIED FOR IS PCS		67 31 72-Tm 52	
DATE SPERRY PRALTON		SIGNATURE FOR CHIEF OF MEDICAL STAFF	

15 MAY 1972

SECRET

(When Filled In)

REQUEST FOR MEDICAL EVALUATION		DATE OF REQUEST
2. NAME (Last, First, Mi.Mi.) <b>Phillips, David A. (dependents)</b>		17 October 1969
3. POSITION TITLE <b>Branch Chief</b>		4. GRADE <b>(S-16)</b>
5. OFFICE, DIVISION, BRANCH <b>DDP/MH/COG</b>		6. EMPLOYEE'S EAT. <b>7451</b>
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT	<input type="checkbox"/> HQS/TDY <input checked="" type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 5px;">           ETD  <b>o/a 28 December 1969</b>            STATION            TDY OR PCS  <b>PCS</b>            NO. OF DEPENDENTS TO ACCOMPANY  <b>7</b>            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SC 87) ATTACHED  <b>To be forwarded</b> </div> <input type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 5px;">           ETA            STATION            NO. OF DEP.'S         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		SIGNATURE <div style="border: 1px solid black; padding: 5px;"> <b>M Personnel</b> </div> ROOM NO. & BUILDING <b>305309 14</b>
		EXT. <b>6815</b>

10. COMMENTS	
<b>Virginia S. - wife - [redacted]</b> <b>Christopher Clark - son - [redacted]</b> <b>Bryan Moss - son - [redacted]</b> <b>Lynn Auerherton - son - [redacted]</b>	
11. REPORT OF EVALUATION	
<b>QUALIFIED OS PCS</b> <b>12 31 69</b>	
DATE	SIGNATURE FOR CHIEF OF MEDICAL STAFF

SECRET

SECRET

1. NAME (Last, First, Middle) <b>Phillips, David A.</b>		2. DATE OF BIRTH <b>10/31/22</b>		3. GRADE <b>GS-16</b>	
4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) <b>DDP/VR/COO</b>		5. PRESENT POSITION <b>Branch Chief</b>		6. EMPLOYEE EXTENSION <b>7451</b>	
7. PROPOSED STATION <div></div>		8. PROPOSED POSITION (Title, Number, Grade) <b>COS, # 0106, GS-00</b>			
9. TYPE OF COVER AT NEW STATION <b>State</b>		10. ESTIMATED DATE OF DEPARTURE <b>c/a 28 Dec. '69</b>		11. NO. OF DEPENDENTS TO ACCOMPANY <b>7</b>	
12. COMMENTS <b>Vice Robert D. Gahagen</b> <div></div> <b>Form DS-1688 to be forwarded</b>					
13. DATE OF REQUEST		14. SIGNATURE OF REQUESTING OFFICIAL <div></div>		15. ROOM NUMBER AND BUILDING <b>3D 3309</b>	
				16. EXTENSION <b>6813</b>	
17. OFFICE OF MEDICAL SERVICES DISPOSITION  <b>MEDICALLY QUALIFIED FOR PROPOSED OS PCS.</b>  <b>DONALD FARLEY</b>					
18. OFFICE OF SECURITY DISPOSITION <b>12 24 69</b>					
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION					
REQUEST FOR PCS OVERSEAS EVALUATION					

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST	
2. NAME (Last, First, Middle) <b>PHILLIPS, David A.</b>		3. POSITION TITLE <b>Ops Officer</b>	4. GRADE <b>OS-15</b>
5. OFFICE, DIVISION, BRANCH <b>DDP/MH/COB</b>		6. EMPLOYEE'S EXT.	
7. PURPOSE OF EVALUATION			
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> HQQS/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           ETO  <b>22 May - 5 June 1968</b>            STATION  <b>Mexico City</b>            TDY OR PCS  <b>TDY</b>            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED         </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           ETA            STATION            NO. OF DEPTS         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER	
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div>	
		ROOM NO. & BUILDING <b>3DE309</b>	EXT. <b>1516</b>
10. COMMENTS			
<b>QUALIFIED FOR PROTECT</b> <b>TDY</b> <b>RDY HART</b>			
11. REPORT OF EVALUATION		SIGNATURE FOR CHIEF OF MEDICAL STAFF	
DATE			

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST 6 September 1967
2. NAME (Last, First, Middle) <b>Phillips, David</b>		3. POSITION TITLE
4. GRADE <b>GS-15</b>		5. EMPLOYEE'S EXT.
6. OFFICE, DIVISION, BRANCH <b>WH</b>		
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input checked="" type="checkbox"/> ANNUAL - Executive  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT	<input type="checkbox"/> HQS/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 2px;">           ETD            STATION            TDY OR PCS            TYPE OF COVER            NO. OF DEPENDENTS TO ACCOMPANY            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED         </div> <input type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 2px;">           ETA            STATION            NO. OF DEP.'S         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE
		ROOM NO. & BUILDING
		EXT.
10. COMMENTS		
11. REPORT OF EVALUATION		
<b>DUTIES</b>  <b>DEX HART</b>		
DATE		SIGNATURE FOR CHIEF OF MEDICAL STAFF

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST	
2. NAME (Last, First, Middle) <b>PHILLIPS, David A.</b>		3. POSITION TITLE <b>Ops Off</b>	
4. GRADE <b>GS-15</b>		5. OFFICE, DIVISION, BRANCH <b>DDP/WH/3</b>	
6. EMPLOYEE'S EXT. <b>5909</b>		7. PURPOSE OF EVALUATION	
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> MD/JS/TDY  <input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">         PTD          STATION          TDY OR PCS          TYPE OF COVER          NO. OF DEPENDENTS TO ACCOMPANY          NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 42) ATTACHED       </div> <input checked="" type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">         ETA          STATION  <div style="border: 1px solid black; width: 100px; height: 15px; margin: 5px 0;"></div> <p align="center"><b>Five</b></p> </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER	
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE  <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
		ROOM NO. & BUILDING	
		EXT.	
10. COMMENTS			
Wife: Helen F. Dau: Maria L. DOB <span style="border: 1px solid black; display: inline-block; width: 60px; height: 15px;"></span> Son: David A DOB <span style="border: 1px solid black; display: inline-block; width: 60px; height: 15px;"></span> Son: Atlee I DOB <span style="border: 1px solid black; display: inline-block; width: 60px; height: 15px;"></span> Son: Christopher DOB <span style="border: 1px solid black; display: inline-block; width: 60px; height: 15px;"></span>			
11. REPORT OF EVALUATION			
DATE		SIGNATURE FOR CHIEF OF MEDICAL STAFF	

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST <b>31 October 1966</b>
2. NAME (Last, First, Middle) <b>Phillips, David A.</b>	3. POSITION TITLE	4. GRADE <b>03-</b>
5. OFFICE, DIVISION, BRANCH <b>COB (WH)</b>		6. EMPLOYEE'S EXT. <b>5903</b>
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input checked="" type="checkbox"/> ANNUAL - Executive  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT	<input type="checkbox"/> HQS/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 2px; margin-bottom: 10px;">           ETU            STATION            TDY OR PCS            TYPE OF COVER            NO. OF DEPENDENTS TO ACCOMPANY            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED         </div> <input type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 2px;">           ETA            STATION            NO. OF DEP.'S         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)  <input type="checkbox"/> YES <input type="checkbox"/> NO		9. REQUESTING OFFICER SIGNATURE  <div style="display: flex; justify-content: space-between;"> <div>ROOM NO. &amp; BUILDING</div> <div>EXT.</div> </div>
10. COMMENTS   <div style="text-align: center; font-weight: bold;">QUALIFIED FOR CURRENT DUTIES</div>		
11. REPORT OF EVALUATION  <div style="text-align: center; font-weight: bold;">REX HART</div>		
DATE <b>12 1 67</b>		SIGNATURE FOR CHIEF OF MEDICAL STAFF



**SECRET**  
(When Filled In)

<b>REQUEST FOR MEDICAL EVALUATION</b>		1. DATE OF REQUEST <b>2 June 64</b>	
2. NAME (Last, First, Middle) <b>PHILLIPS, David A.</b>		3. POSITION TITLE <b>Ops Ofcr</b>	4. GRADE <b>15</b>
5. OFFICE, DIVISION, BRANCH <b>DDP/WH/3</b>		6. EMPLOYEE'S EXT. <b>x5909</b>	
7. PURPOSE OF EVALUATION			
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input checked="" type="checkbox"/> HQS/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 2px; margin-bottom: 10px;">         ETD  <b>3 July 64</b>          STATION  <b>Return to Mexico City</b>          TDY OR PCS  <b>PCS</b>          TYPE  <div style="border: 1px solid black; height: 15px; width: 100%;"></div>          NO. OF DEPENDENTS TO ACCOMPANY  <b>5</b>          NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 59) ATTACHED  <b>-0</b> </div> <input checked="" type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 2px;">         ETA  <b>30 June 64</b>          STATION  <b>Mexico City, Mexico</b>          NO. OF DEP.'S  <b>5</b> </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER	
<input checked="" type="checkbox"/> YES  <input type="checkbox"/> NO		SIG <div style="border: 1px solid black; display: inline-block; width: 150px; height: 20px;"></div> <div style="border: 1px solid black; display: inline-block; width: 150px; height: 20px;"></div> <b>WH/Pers Ofcr</b> ROOM NO. & BUILDING <b>GH 4407 Hqs</b>	
		EXT. <b>x5909</b>	

10. COMMENTS  Will be in Hqs beginning 30 June until 3 July for TDY. <div style="text-align: right; margin-top: -20px;"><i>1-2 July</i></div>	
QUALIFIED FOR PROPOSED O'S <b>PCS</b>	
11. REPORT OF EVALUATION  <div style="text-align: center;"><b>JOE W. CLINE</b></div>	
DATE	SIGNATURE FOR CHIEF OF MEDICAL STAFF <div style="border: 1px solid black; display: inline-block; width: 150px; height: 40px;"></div>

**SECRET**  
(When Filled In)

<b>REQUEST FOR MEDICAL EVALUATION</b>		1. DATE OF REQUEST <b>27 JULY 1965</b>	
2. NAME (Last, First, Middle) <b>PHILLIPS, DAVID A.</b>		3. POSITION TITLE <b>COS</b>	4. GRADE <b>15</b>
5. OFFICE, DIVISION, BRANCH <b>DDP/WH/BRANCH 2</b>		6. EMPLOYEE'S EXT. <b>6576</b>	
7. PURPOSE OF EVALUATION			
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT	<input type="checkbox"/> HQS/TDY <input checked="" type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">         ETO  <b>LATERAL TRANSFER</b>          STATION  <div style="border: 1px solid black; height: 15px; width: 100%;"></div>         TDY OR PCS  <b>PCS</b>  <div style="border: 1px solid black; height: 20px; width: 100%;"></div>         NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED  <div style="text-align: center;">5 0</div> </div> <input type="checkbox"/> RETURN FROM OVERSEAS  <div style="border: 1px solid black; padding: 5px;">         ETA  <b>LATERAL TRANSFER</b>          STATION  <b>MEXICO CITY, MEXICO</b>          NO. OF DEP.'S  <div style="text-align: center;">5</div> </div>		
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER	
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <b>WH/PERSONNEL</b> ROOM NO. & BUILDING <div style="text-align: center;">CH 56</div>	
		EXT. <b>6576</b>	
10. COMMENTS  <b>MR. PHILLIPS IS A DIRECT TRANSFER.</b>  <div style="text-align: right;"><b>QUALIFIED FOR PROPOSED PCS</b></div>			
11. REPORT OF EVALUATION  <div style="text-align: right;"><b>JOE W. CLINE</b></div>			
DATE  <b>17 30 65</b>		SIGNATURE FOR CHIEF OF MEDICAL STAFF  <div style="text-align: right;">C</div>	

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST													
		22 June 1961													
2. NAME (Last, First, Middle) <b>PHILLIPS, David A.</b>		3. POSITION TITLE <b>Ops Officer</b>	4. GRADE <b>GS-14</b>												
5. OFFICE, DIVISION, BRANCH <b>DDP/AFD</b>		6. EMPLOYEE'S EXT. <b>8242</b>													
7. PURPOSE OF EVALUATION															
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input checked="" type="checkbox"/> OVERSEAS RETURN  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> NOC/ICV <input checked="" type="checkbox"/> OVERSEAS ASSIGNMENT  <table border="1"> <tr><td>ETO</td></tr> <tr><td><b>16 August 1961</b></td></tr> <tr><td>STATION</td></tr> <tr><td><b>Maricao City</b></td></tr> <tr><td>TDY OR PCS</td></tr> <tr><td><b>PCS</b></td></tr> <tr><td>T</td></tr> <tr><td></td></tr> <tr><td>NO. OF DEPENDENTS TO ACCOMPANY</td></tr> <tr><td><b>five</b></td></tr> <tr><td>NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED</td></tr> <tr><td></td></tr> </table> <input checked="" type="checkbox"/> <i>FORM 89 attached</i> RETURN FROM OVERSEAS  ECA STATION NO. OF DEPS  Subject's last physical exam was more than a year ago.		ETO	<b>16 August 1961</b>	STATION	<b>Maricao City</b>	TDY OR PCS	<b>PCS</b>	T		NO. OF DEPENDENTS TO ACCOMPANY	<b>five</b>	NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED	
ETO															
<b>16 August 1961</b>															
STATION															
<b>Maricao City</b>															
TDY OR PCS															
<b>PCS</b>															
T															
NO. OF DEPENDENTS TO ACCOMPANY															
<b>five</b>															
NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED															
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER													
<input checked="" type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE  <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div>													
		ROOM NO. & BUILDING <b>1404 Barton Hall</b>	EXT. <b>8242</b>												

10. REPORT OF EVALUATION COMMENTS	
11. REPORT OF EVALUATION	
DATE <b>10 AUG 1961</b>	SIGNATURE FOR CHIEF OF MEDICAL STAFF

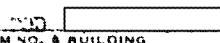
SECRET

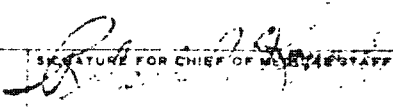
REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST											
2. NAME (Last, First, Middle) <b>PHILLIPS, David Atlee</b>		12 April 1960											
3. POSITION TITLE		4. GRADE <b>CS-14</b>											
5. OFFICE, DIVISION, BRANCH <b>Washington, D. C.</b>		6. EMPLOYEE'S EXT. <b>2560</b>											
7. PURPOSE OF EVALUATION													
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> OVERSEAS RETURN  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input checked="" type="checkbox"/> OVERSEAS ASSIGNMENT  <table border="1"> <tr><td>ETD</td></tr> <tr><td><b>15 April 1960</b></td></tr> <tr><td>STATION</td></tr> <tr><td><b>WH Area</b></td></tr> <tr><td>TDY OR PCS</td></tr> <tr><td><b>TDY</b></td></tr> <tr><td>TYPE OF COVER</td></tr> <tr><td>NO. OF DEPENDENTS TO ACCOMPANY</td></tr> <tr><td><b>None</b></td></tr> <tr><td>NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 82) ATTACHED</td></tr> </table>		ETD	<b>15 April 1960</b>	STATION	<b>WH Area</b>	TDY OR PCS	<b>TDY</b>	TYPE OF COVER	NO. OF DEPENDENTS TO ACCOMPANY	<b>None</b>	NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 82) ATTACHED
ETD													
<b>15 April 1960</b>													
STATION													
<b>WH Area</b>													
TDY OR PCS													
<b>TDY</b>													
TYPE OF COVER													
NO. OF DEPENDENTS TO ACCOMPANY													
<b>None</b>													
NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 82) ATTACHED													
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER											
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE <div style="border: 1px solid black; width: 150px; height: 30px; margin: 5px;"></div>											
		ROOM NO. & BUILDING <b>1014 Barton</b>	EXT. <b>8717</b>										

10. REPORT OF EVALUATION	
(REVIEWED FOR INFORMATION OF THE AND THE... OF THE...	
DATE <b>21 APR 1960</b>	SIGNATURE FOR CHIEF OF MEDICAL STAFF <div style="border: 1px solid black; width: 150px; height: 30px; margin: 5px;"></div>

**SECRET**  
(When Filled In)

CS/

<b>REQUEST FOR MEDICAL EVALUATION</b>		1. DATE OF REQUEST							
2. NAME (Last, First, Middle) MILLER, DAVID A.		3. POSITION TITLE OPB O-1000							
4. GRADE GS-14		5. OFFICE, DIVISION, BRANCH INSP/IR CS/CS Development Command							
6. EMPLOYEE'S EXT.									
7. PURPOSE OF EVALUATION									
<input type="checkbox"/> PRE-EMPLOYMENT  <input checked="" type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> OVERSEAS RETURN  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> OVERSEAS ASSIGNMENT  <table border="1"> <tr><td>ETD</td></tr> <tr><td>STATION</td></tr> <tr><td>TDY OR PCS</td></tr> <tr><td>TYPE OF COVER</td></tr> <tr><td>NO. OF DEPENDENTS TO ACCOMPANY</td></tr> <tr><td>NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED</td></tr> </table>		ETD	STATION	TDY OR PCS	TYPE OF COVER	NO. OF DEPENDENTS TO ACCOMPANY	NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED
ETD									
STATION									
TDY OR PCS									
TYPE OF COVER									
NO. OF DEPENDENTS TO ACCOMPANY									
NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED									
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER							
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE  ROOM NO. & BUILDING 1001 Curia EXT. 4371							

10. REPORT OF EVALUATION	
DATE OF THE EVALUATION Evaluated from S. PSE DATE SIGNATURE FOR CHIEF OF MEDICAL STAFF 	

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST							
2. NAME (Last, First, Middle) <b>PHILLIPS, DAVID A.</b>		3. POSITION TITLE <b>OPS O-11-1</b>							
4. GRADE		5. EMPLOYEE'S EXT. <b>11</b>							
6. OFFICE, DIVISION, BRANCH <b>DEPT/IN CE/C Development Component</b>									
7. PURPOSE OF EVALUATION									
<input type="checkbox"/> PRE-EMPLOYMENT <input checked="" type="checkbox"/> ENTRANCE ON DUTY <input type="checkbox"/> OVERSEAS RETURN <input type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> OVERSEAS ASSIGNMENT <table border="1"> <tr><td>ETO</td></tr> <tr><td>STATION</td></tr> <tr><td>TDY OR PCS</td></tr> <tr><td>TYPE OF COVER</td></tr> <tr><td>NO. OF DEPENDENTS TO ACCOMPANY</td></tr> <tr><td>NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED</td></tr> </table>		ETO	STATION	TDY OR PCS	TYPE OF COVER	NO. OF DEPENDENTS TO ACCOMPANY	NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED
ETO									
STATION									
TDY OR PCS									
TYPE OF COVER									
NO. OF DEPENDENTS TO ACCOMPANY									
NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED									
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER							
<input type="checkbox"/> YES <input type="checkbox"/> NO		SIGNATURE							
		ROOM NO. <b>1501</b> EXT. <b>6371</b>							

10. REPORT OF EVALUATION	
<p align="center">PLEASE EXEMPT</p> <p align="center"><b>DEPARTMENTAL DUTIES</b></p> <p align="center"><i>For Lifed Commission from ST to SE</i></p>	
DATE <b>24 MAR 1960</b>	SIGNATURE FOR CHIEF OF MEDICAL STAFF <i>[Signature]</i>

**SECRET**  
(When Filled In)

<b>REQUEST FOR MEDICAL EVALUATION</b>		1. DATE OF REQUEST
2. NAME (Last, First, Middle) <b>PHILLIPS, DAVID A.</b>	3. POSITION TITLE <b>OPS OFFICER</b>	4. GRADE <b>GS-11</b>
5. OFFICE, DIVISION, BRANCH <b>NSA/PR CS/CI Development Complement</b>		6. EMPLOYEE'S EXT.
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT  <input checked="" type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> OVERSEAS RETURN  <input type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT	<input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">           ETD            STATION            TDY OR PCS            TYPE OF COVER            NO. OF DEPENDENTS TO ACCOMPANY            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE  <div style="display: flex; justify-content: space-between;"> <div>ROOM NO. &amp; BUILDING <b>1501 C-401a</b></div> <div>EXT. <b>8371</b></div> </div>
10. REPORT OF EVALUATION		
<p><b>PLEASE COMPLETE</b></p>		
DATE		SIGNATURE FOR CHIEF OF MEDICAL STAFF

**SECRET**  
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST	
2. NAME (Last, First, Middle) <b>PHILLIPS, LATH A. (DEPEND NTS)</b>		3. POSITION TITLE <b>O S OFFER</b>	4. GRADE <b>14</b>
5. OFFICE, DIVISION, BRANCH <b>IDP/TH CS/IS Development Complement</b>		6. EMPLOYEE'S EXT.	
7. PURPOSE OF EVALUATION			
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input type="checkbox"/> OVERSEAS RETURN  <input type="checkbox"/> TOY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 5px;">           ETO            STATION            TOY OR PCS            TYPE OF COVER            NO. OF DEPENDENTS TO ACCOMPANY            NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED         </div>	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER	
<input type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE  POD <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span> ROOM NO. & BUILDING <b>1504 Curie</b>	
		EXT. <b>8371</b>	
10. REPORT OF EVALUATION			
<b>PLEASE EXPEDITE (DEPENDENTS)</b>			
DATE		SIGNATURE FOR CHIEF OF MEDICAL STAFF	



**SECRET**  
(When Filled In)

MEDICAL ACTION REQUEST AND REPORT		
I REQUEST FOR PHYSICAL EXAMINATION BY <i>Ralph S. Pollock, C/CPD</i>		
1. NAME (Last) <b>PHILLIPS, DAVID A.</b>	(First) (Middle)	2. DATE <b>20 Jan 56</b>
3. TO POSITION <b>Operations Officer (PP)</b>	4. OFFICE, DIVISION, BRANCH <b>DDP/MI</b>	5. GRADE <b>GS-14</b>
6. TYPE OF POSITION <input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input checked="" type="checkbox"/> Overseas	7. EVALUATE FOR <input type="checkbox"/> EOD <input type="checkbox"/> Pre-Employment <input checked="" type="checkbox"/> Overseas <input type="checkbox"/> Annual <input type="checkbox"/> Returnee <input type="checkbox"/> Special (Specify) <b>Please notify Ken Hambold <u>only</u>, 2508 Currie Hall, x3585</b>	
II REPORT OF MEDICAL EVALUATION		
<input type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Qualified for Departmental Duty Only <input type="checkbox"/> Disqualified		
Remarks: <b>Subject is qualified for proposed PCS O/S assignment. (1-16-56)</b>		
<b>SECRET</b> <i>C.O. [Signature]</i> MEDICAL OFFICE		

**SECRET**  
(When Filled In)

MEDICAL ACTION REQUEST AND REPORT		
I REQUEST FOR PHYSICAL EXAMINATION BY		
1. NAME (Last) <b>Phillips,</b>	(First) (Middle) <b>David A.</b>	2. DATE <b>12 Dec., 1955</b>
3. TO POSITION	4. OFFICE, DIVISION, BRANCH <b>WH</b>	5. GRADE <b>GS-12</b>
6. TYPE OF POSITION <input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input type="checkbox"/> Overseas	7. EVALUATE FOR <input type="checkbox"/> EOD <input type="checkbox"/> Pre-Employment <input type="checkbox"/> Overseas <input type="checkbox"/> Annual <input type="checkbox"/> Returnee <input type="checkbox"/> Special (Specify)	
II REPORT OF MEDICAL EVALUATION		
<input type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Qualified for Departmental Duty Only <input type="checkbox"/> Disqualified		
Remarks: <b>Subject is qualified for proposed 7 days TDY assignment. (12/12/55)            Must have a physical examination on return from trip.            This memo supersedes previous qualification.</b>		
<i>Cal</i> <i>C.O. [Signature]</i> MEDICAL OFFICE		

SECRET  
(When Filled In)

MEDICAL ACTION REQUEST AND REPORT			
I. REQUEST FOR PHYSICAL EXAMINATION BY			
1. NAME (Last)	2. NAME (First)	3. NAME (Middle)	4. DATE
PHILLIPS	DAVID	ATLEE	30 Dec 1955
5. TO POSITION	6. OFFICE, DIVISION, BRANCH	7. GRADE	
Ops officer	W. H.	GS-14	
8. TYPE OF POSITION	9. EVALUATE FOR		
<input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input type="checkbox"/> Overseas Cuba	<input type="checkbox"/> EOD <input type="checkbox"/> Overseas <input type="checkbox"/> Returnee <input type="checkbox"/> Pre-Employment <input type="checkbox"/> Annual <input type="checkbox"/> Special (Specify)		
II. REPORT OF MEDICAL EVALUATION			
<input type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Departmental Duty Only <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Disqualified			
Remarks: Subject is qualified for proposed PCS O/S assignment. (1/16/56)			
			MEDICAL OFFICE

SECRET

MEDICAL ACTION REQUEST AND REPORT			
I. REQUEST FOR PHYSICAL EXAMINATION BY			
1. NAME (Last)	2. NAME (First)	3. NAME (Middle)	4. DATE
<del>XXXXXXXX</del>	PHILLIPS, DAVID A.		2 August 1954
5. TO POSITION	6. OFFICE, DIVISION, BRANCH	7. GRADE	
	WH	GS 12	
8. TYPE OF POSITION	9. EVALUATE FOR		
<input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input checked="" type="checkbox"/> Overseas	<input type="checkbox"/> EOD <input checked="" type="checkbox"/> Overseas <input type="checkbox"/> Returnee <input type="checkbox"/> Pre-Employment <input type="checkbox"/> Annual <input type="checkbox"/> Special (Specify)		
II. REPORT OF MEDICAL EVALUATION			
<input checked="" type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Departmental Duty Only <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Disqualified			
Remarks: WH #1		Mr. GAHAGAN x 3995	
Full duty/General (8-9-54)			

(WHEN FILLED IN)

QUALIFICATIONS SYSTEM RECORD CHANGE									
AFFILIANT CODING DATA									
1. ID		2. APPL. NO. 6-DIGITS		3. NAME MUST CONTAIN 20-DIGITS					
4. DATE OF BIRTH MO DA YR		5. DATE CODED MO DA YR		THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.					

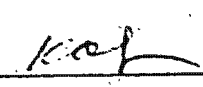
LANGUAGE CODING DATA - FORM 444c														
1. ID		2. EMPLOYEE NO.		3. NAME		4. LANGUAGE DATA CODE								
◁ 3 •		•		3-LETTERS		BASE CODE		R	W	P	S	U	T	YR
•		•		•		•								
5. DATE SUBMITTED				6. DATE OF BIRTH				WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)						
MO		DA		YR		MO								DA
•						•								

LANGUAGE PROFICIENCY TEST DATA														
1. ID	2. EMPLOYEE NO	3. NAME	4. CODE	5. LANGUAGE DATA BEFORE TEST										
		3-LETTERS	C-A-D	BASE CODE	R	W	P	S	U	T	YR			
<5	224345	PHI	A	BL 31	1	+	+	+	+	+	69			
6. LANGUAGE DATA AFTER TEST				7. DATE OF TEST			DATA FOR ITEM 2 THRU 7 IS							
BASE CODE	R	W	P	S	U	T	YR	NO	DA	YR	EXTRACTED FROM FORM 1273 PLW			
++++	+	+	+	+	+	+	+	12	18	69	LANGUAGE PROFICIENCY AND AWARDS DATA.			

[illegible]

**GROUP 1**  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

( 4 - 5 1 )

CERTIFICATION OF LANGUAGE PROFICIENCY																	
1. EMPLOYEE NO.		2. NAME (LAST-FIRST-MIDDLE)					3. TYPE CHANGE		4. LANGUAGE DATA BEFORE TEST								
		PHILLIPS, DAVID A.					SPACE CHANGE OBSOLETE		LAN. CODE		R	W	P	S	U	T	YR
5. LANGUAGE DATA AFTER TEST							6. DATE TESTED		7. DATE OF BIRTH		8. GRADE		9. OFFICE OR DIVISION				
LAN. CODE R W P S U T YR							12/18/69		10/31/22		16		WS				
NOTICE TO PERSON TESTED																	
10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN _____ (NAME OF LANGUAGE)																	
AND YOUR TEST SCORES ARE AS FOLLOWS:																	
READING		WRITING		PRONUNCIATION		SPEAKING		UNDERSTANDING		TEST RATINGS		0 = ZERO 1 = INTERMEDIATE					
I		+		+		+		+				2 = SLIGHT 3 = FLUENT					
												4 = ELEMENTARY 5 = NATIVE					
11. REMARKS										12. SIGNATURE							
																	
										13. LD NUMBER							
										17603							

FORM 11-64 1273 OBSOLETE PREVIOUS EDITIONS (110-45) **SECRET** GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION 1 - OP/CAS

QUALIFICATIONS SYSTEM RECORD CHANGE

APPLICANT CODING DATA									
1. ID		2. APPL. NO.		3. NAME					
< 2		9-DIGITS		MUST CONTAIN 20-DIGITS					
4. DATE OF BIRTH				5. DATE CODED			THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.		
MO	DA	YR	MO	DA	YR				

LANGUAGE CODING DATA - FORM 444c									
1. ID		2. EMPLOYEE NO.		3. NAME		4. LANGUAGE DATA CODE			
< 3				3-LETTERS		BASE CODE R W P S U T YR			
5. DATE SUBMITTED				6. DATE OF BIRTH			WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)		
MO	DA	YR	MO	DA	YR				

LANGUAGE PROFICIENCY TEST DATA																
1. ID		2. EMPLOYEE NO.		3. NAME		4. CODE		5. LANGUAGE DATA BEFORE TEST								
< 5		024345		PHI		C		BASE CODE		R	W	P	S	U	T	YR
								BK50		ES	1	1	1	4	61	
6. LANGUAGE DATA AFTER TEST										17. DATE OF TEST			DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.			
BASE CODE		R	W	P	S	U	T	YR	MO	DA	YR					
BK50		FT	0	0	0	4	4	1	16	30	61					

The authorization to process this employee's disclaimer of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaimer File", located in the Qualifications Analysis Branch, Office of Personnel.

# PERSONAL HISTORY STATEMENT

## INSTRUCTIONS

— DO NOT ATTEMPT TO COMPLETE THIS FORM UNTIL YOU HAVE READ THE FOLLOWING INSTRUCTIONS —

1. Answer all questions completely or check (X) the box which applies. If the question is not applicable, write "NA". If you do not know the answer and it cannot be obtained from personal records, write "Unknown". Use the blank space on pages 15 and 16 for extra details on any question for which you do not have enough space.
2. Type or print carefully — USE BLACK TYPEWRITER RIBBON OR BLACK INK.
3. Leave blank any boxes or columns which are marked "FOR OFFICE USE ONLY".
4. Consider each of your answers carefully; accurate completion of the form will permit review of your qualifications to the best advantage. Your signature at the end of the form will certify to its correctness.
5. Page 17 entitled "Personal History Summary" must be completed. It is a brief abstract of information from other parts of the form and will help to speed the processing of your application.

## SECTION I GENERAL PERSONAL AND PHYSICAL DATA

1. Full Name (Last first-middle) Abern, Virginia, Simmons		2. Age 26	3. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	4. Social security number 
5. Nicknames Gina		6. Other names you have used N/A		
7. Indicate circumstances (including length of time) under which you have used the names noted in item 6 above N/A				
8. If legal change of name, give particulars (Where and by what authority) N/A				
9. Height 5' 3"	10. Weight 105	11. Color of eyes green	12. Color of hair blond	13. Type of complexion fair
14. Build slight		15. Scars (Type and location) appendix, stomach		
16. Other distinguishing physical features N/A				
17. Current address (No., Street, City, State & ZIP code — country if not U.S.) 9741 Corral Dr., Potomac, Maryland 20854			18. Current phone number 202-5362	19. Long distance area code 301
20. Permanent address (No., Street, City, State & ZIP code — country if not U.S.) 9741 Corral Dr., Potomac, Maryland 20854			21. Permanent phone number 202-5362	22. Long distance area code 301
23. Office phone number 332-2730	24. Office extension N/A	25. Legal residence (State, territory or country) Maryland		

## SECTION II POSITION DATA

1. Indicate the type of work or position for which you are applying 	
2. Indicate the lowest annual entrance salary you will accept \$	3. Dates available for employment Earliest: Later:
4. Indicate your willingness to travel Occasionally <input type="checkbox"/> Often (Specify) <input type="checkbox"/>	5. Indicate your willingness to accept assignment in the following locations — check (X) each item applicable Washington, D.C. <input type="checkbox"/> Outside continental U.S. <input type="checkbox"/> Anywhere in U.S. <input type="checkbox"/> Certain locations only (Specify) <input type="checkbox"/>
6. Indicate any restrictions you would place on assignments outside the Washington, D.C. area 	
(For Office Use Only)	Date of this application

SECTION III		CITIZENSHIP	
1. Date of birth	2. Place of birth (City, State, Country) Philadelphia, Pennsylvania	3. Present citizenship (Country) U.S.	
4. Citizenship acquired by: <input checked="" type="checkbox"/> Birth <input type="checkbox"/> Marriage <input type="checkbox"/> Other (Specify):	5. Date naturalized N/A	6. Naturalization certificate number N/A	
7. Court issuing naturalization certificate N/A	8. Issued at (City, State, Country) N/A		
9. If alien, give alien registration number N/A	10. Date and place of arrival in U.S. N/A		
11. Have you held previous nationality? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	12. If yes, give name of country N/A		
13. Give particulars concerning previous nationalities  N/A			
14. Last U.S. visa (Number, type, place of issue) N/A		15. Date visa issued n/a	

SECTION IV		EDUCATION					
ELEMENTARY SCHOOL							
1. Name of elementary school	Address (City, State, Country)	Years attended (From - to -)	Graduate <input type="checkbox"/> Yes <input type="checkbox"/> No				
HIGH SCHOOLS							
1. Name of high school	Address (City, State, Country)	Years attended (From - to -)	Graduate <input type="checkbox"/> Yes <input type="checkbox"/> No				
2. Name of high school	Address (City, State, Country)	Years attended (From - to -)	Graduate <input type="checkbox"/> Yes <input type="checkbox"/> No				
COLLEGE OR UNIVERSITY STUDY							
Name and location of college or university	Subject		Years attended From - to -	Degree Received	Year Received	Grade or Final Average	Number of Sem./Qtr. Hours (Specify)
	Major	Minor					
1.							
2.							
3.							
4. If a graduate degree has been noted above which required submission of a written thesis, indicate the title of the thesis and briefly describe its content							
THIRD, COMMERCIAL AND SPECIALIZED SCHOOLS							
Name and address of school	Study or specialization		From	To	No. of months		
1.							
2.							
3.							
4.							

EDUCATION (Continued)				
MILITARY TRAINING IN SPECIALIZED SCHOOLS SUCH AS ORDNANCE, COMMUNICATIONS, ETC.				
Name and address of school	Study or specialization	From	To	No. of months
1.				
2.				
3.				
Other education or training not indicated above				

## SECTION V

## FOREIGN LANGUAGE ABILITIES

1. List below the foreign language or languages in which you possess any degree of competence. Indicate your proficiency in each of the five skill factors shown (reading comprehension, writing ability, etc.) by noting the number most indicative of your level of skill under the factor being considered.  If your proficiency relates to a particular dialect of a major language, identify this dialect by noting it in parentheses after the language on the same line.  If you have no proficiency in any foreign language, check (X) box at right and leave other items blank.	Level of Skill					HOW ACQUIRED (Check (X) Boxes which apply)				
	(Slight)	2	3	4	(Native)					
	1				5					
	0 = No proficiency in a specific skill factor									
	SKILL FACTORS									
	Reading comprehension	Writing ability	Proficiency	Comprehension ability	Oral comprehension	Native of country	Prolonged residence	Contact (with persons, etc.)	Academic study	
2. If you have had experience as a translator, interpreter or instructor — explain and specify in which language(s) you have had such experience.										
3. Describe your ability to do specialized language work involving vocabularies and terminology in the scientific, engineering, telecommunications, military and other specialized fields										
4. If you have noted a proficiency in language, would you be willing to use this ability in any position for which you might be selected? —> <input type="checkbox"/> Yes <input type="checkbox"/> No										
(For Office Use Only)										

## SECTION XI

## MARITAL STATUS

1. Present status (Single, married, widowed, separated, divorced, annulled, remarried) specify <b>Divorced</b>	
2. State date, place, and reason for all separation, divorce or annulments <b>2-10-69, Juarez, Mexico, incompatibility</b>	
Wife, husband or fiancé(s) <input type="checkbox"/> If you have been married more than once (including annulments) use separate sheet for former wife or husband giving date required below for all previous marriages. If marriage contemplated, fill in appropriate information for fiancé(s).	
3. Name of spouse (Last) <b>Phillips</b> (First) <b>David</b> (Middle) <b>Atleo</b> (Maiden)	
4. State any other names ever used by spouse <b>N/A</b>	
Indicate circumstances (including length of time) under which any names noted in item 4 above were used. If legal change, give particulars (where and by what authority). Use extra space provided on pages 12 and 16 of this form to record this information.	
5. Date of birth <b>10-31-22</b>	6. Place of birth (City, State, Country) <b>Fort Worth, Texas</b>
7. Date of marriage	
8. Place of marriage (City, State, Country)	
9. Living <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
10. Citizenship <b>U.S.</b>	11. Former citizenship(s) (country/ies) <b>N/A</b>
12. If alien, give alien registration number <b>N/A</b>	
13. Date U.S. citizenship acquired <b>N/A</b>	14. Where acquired <b>N/A</b>
15. Date and place of arrival in U.S. <b>N/A</b>	16. Naturalization certificate number <b>N/A</b>
17. Date of death <b>N/A</b>	18. Cause of death <b>N/A</b>
19. Current address (Give last address, if deceased)	
20. Address of spouse before marriage	
21. Occupation	
22. Present employer (Also give former employer, or if spouse deceased or unemployed, give last two employers)	
23. <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	
24. Dates of military service (From -- to -- by month & year)	25. Branch of military service
26. Country with which military service affiliated <b>U.S.</b>	
27. Details of other government service, U.S. or foreign	

## SECTION XII

## CHILDREN AND OTHER DEPENDENTS

1. Provide the following information for all children and dependents				
Name	Relationship	Date & Place of Birth	Citizenship	Address
2. No. of children (include stepchildren & adopted children) who are unmarried, under 21 years of age, and are NOT self-supporting		3. No. of other dependents (e.g., spouse, parents, stepchildren, etc.) who depend on you for at least 50% of their support or children over 21 NOT self-supporting		



SECTION XVII MOTHER-IN-LAW (If marriage contemplated, fill in information for future mother-in-law)			
1. Full name (Last - First - Middle - Maiden)			
2. State other names she has used			
Indicate circumstances (including length of time) under which any names noted in item 2 above were used. If legal change, give particulars (where and by what authority). Use extra space provided on pages 15 and 16 of this form to record this information.			
3. Date of birth	4. Place of birth	5. Living <input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Date of death	7. Cause of death	8. Citizenship (Country)	
9. Former citizenship(s) (country/ies)		10. Date U.S. citizenship acquired	11. Where acquired (City, State, Country)
12. Naturalization certificate number		13. If alien, give alien registration number	14. Date and place of arrival in U.S.
15. Occupation		16. Present employer (Give last employer if mother-in-law deceased or unemployed)	
17. Current address (Give last address, if deceased)			

SECTION XVIII RELATIVES BY BLOOD, MARRIAGE OR ADOPTION WHO EITHER (1) LIVE ABROAD, (2) ARE NOT U.S. CITIZENS OR (3) WORK FOR A FOREIGN GOVERNMENT							
RELATIVES WITH FOREIGN CONNECTIONS	(1)	1. Name (Last - First - Middle) <b>Simmons, George Stuart</b>	2. Relationship <b>Grandfather</b>	3. Date of birth <b>3-17-84</b>	4. Place of birth (City, State, Country) <b>San Francisco, Calif</b>		
		5. Citizenship (Country) <b>U.S.</b>	6. Address or country in which relative resides <b>4143 Unterer Zielweg 111, Dornach, Switzerland</b>				
		7. Employed by <b>N/A</b>	8. Frequency of contact <b>none</b>	9. Date of last contact <b>1961</b>			
	(2)	1. Name (Last - First - Middle)	2. Relationship	3. Date of birth	4. Place of birth (City, State, Country)		
		5. Citizenship (Country)	6. Address or country in which relative resides				
		7. Employed by	8. Frequency of contact	9. Date of last contact			
	(3)	1. Name (Last - First - Middle)	2. Relationship	3. Date of birth	4. Place of birth (City, State, Country)		
		5. Citizenship (Country)	6. Address or country in which relative resides				
		7. Employed by	8. Frequency of contact	9. Date of last contact			

SECTION XIX RELATIVES BY BLOOD, MARRIAGE OR ADOPTION WHO ARE IN THE MILITARY OR CIVIL SERVICE OF THE UNITED STATES						
RELATIVES IN THE SERVICE OF THE UNITED STATES	(1)	1. Name (Last - First - Middle)	2. Relationship	3. Date of birth	4. Place of birth (City, State, Country)	
		5. Citizenship (Country)	4. Address (Number, Street, City, State, Country)	7. Type and location of service (If known)		
		1. Name (Last - First - Middle)	2. Relationship	3. Date of birth	4. Place of birth (City, State, Country)	
	(2)	5. Citizenship (Country)	6. Address (Number, Street, City, State, Country)		7. Type and location of service (If known)	
		1. Name (Last - First - Middle)	2. Relationship	3. Date of birth	4. Place of birth (City, State, Country)	
		5. Citizenship (Country)	6. Address (Number, Street, City, State, Country)		7. Type and location of service (If known)	

(For Office Use Only)

Use the following space for extra details. Reference each continued item by the section and item number to which it relates and sign your name at the end of the material. If additional space is required beyond page 16, use extra pages the same size as this page and sign each such page.

**SECTION XI    MARITAL STATUS    FORMER HUSBAND**

- |   |         |   |
|---|---------|---|
| 3. Ahorn, Thomas Joseph                     | 21.     | <div style="border: 1px solid black; width: 250px; height: 100px;"></div> |
| 4. N/A                                      | 22.     |   |
| 5. 4-12-40                                  | 23.     |   |
| 6. Washington, D.C.                         |         |   |
| 7. 4-6-59                                   | 24. N/A |   |
| 8. Hyattsville, Maryland                    | 25. N/A |   |
| 9. yes                                      | 26. N/A |   |
| 10. U.S.                                    | 27. N/A |   |
| 11. N/A                                     |         |   |
| 12. N/A                                     |         |   |
| 13. N/A                                     |         |   |
| 14. N/A                                     |         |   |
| 15. N/A                                     |         |   |
| 16. N/A                                     |         |   |
| 17. N/A                                     |         |   |
| 18. N/A                                     |         |   |
| 19.   |         | <div style="border: 1px solid black; width: 450px; height: 20px;"></div>  |
| 20. 4622 Hunt Avenue, Chevy Chase, Maryland |         |   |

(Signature)

Space for extra details continued on page 16 →

# PERSONAL HISTORY STATEMENT — (Appendix I)

Listed below are names of organizations identified by the Attorney General, under his responsibility pursuant to Executive Order 10450, dated 27 April 1953, to list the names of each foreign or domestic organization, association, movement, group or combination of persons which he designates as Totalitarian, Fascist, Communist, or subversive, or as having adopted or having shown a policy of advocating or approving the commission of acts of force or violence to deny others their rights under the Constitution of the United States, or as seeking to alter the form of government of the United States by unconstitutional means.

Each applicant or employee and spouse (if any) must review the following list of organizations for certification purposes, and sign on the last page.

Abraham Lincoln Brigade  
 Abraham Lincoln School, Chicago, Illinois  
 Action Committee to Free Spain Now  
 Alabama People's Educational Association (see Communist Political Association)  
 American Association for Reconstruction in Yugoslavia, Inc.  
 American Branch of the Federation of Greek Maritime Unions  
 American Christian Nationalist Party  
 American Committee for European Workers' Relief (see Socialist Workers Party)  
 American Committee for Protection of Foreign Born  
 American Committee for Spanish Freedom  
 American Committee for the Settlement of Jews in Birobidjan, Inc.  
 American Committee for Yugoslav Relief, Inc.  
 American Committee to Survey Labor Conditions in Europe  
 American Council for a Democratic Greece, formerly known as the Greek American Council; Greek American Committee for National Unity  
 American Council on Soviet Relations  
 American Croatian Congress  
 American Jewish Labor Council  
 American League Against War and Fascism  
 American League for Peace and Democracy  
 American National Labor Party  
 American National Socialist League  
 American National Socialist Party  
 American Nationalist Party  
 American Patriots, Inc.  
 American Peace Crusade  
 American Peace Mobilization  
 American Poets for Peace  
 American Polish Labor Council  
 American Polish League  
 American Rescue Ship Mission (a project of the United American Spanish Aid Committee)  
 American-Russian Fraternal Society  
 American Russian Institute, New York, also known as the American Russian Institute for Cultural Relations with the Soviet Union  
 American Russian Institute, Philadelphia  
 American Russian Institute of San Francisco  
 American Russian Institute of Southern California, Los Angeles  
 American Slav Congress  
 American Women for Peace  
 American Youth Congress  
 American Youth for Democracy  
 Armenian Progressive League of America  
 Associated Klans of America  
 Association of Georgia Klans  
 Association of German Nationals (Reichsdeutsche Vereinigung)  
 Ausland-Organisation der NSDAP, Overseas Branch of Nazi Party  
 Baltimore Forum  
 Benjamin Davis Freedom Committee  
 Black Dragon Society

Boston School for Marxist Studies, Boston, Massachusetts  
 Bridges-Robertson-Schmidt Defense Committee  
 Bulgarian American People's League of the United States of America  
 California Emergency Defense Committee  
 California Labor School, Inc., 321 Divisadero Street, San Francisco, California  
 Carpatho-Russian People's Society  
 Central Council of American Women of Croatian Descent, also known as Central Council of American Croatian Women, National Council of Croatian Women  
 Central Japanese Association (Heikoku Chuo Nipponjin Kai)  
 Central Japanese Association of Southern California  
 Central Organization of the German-American National Alliance (Deutsche-Amerikanische Einheitsfront)  
 Cervantes Fraternal Society  
 China Welfare Appeal, Inc.  
 Chopin Cultural Center  
 Citizens Committee for Harry Bridges  
 Citizens Committee of the Upper West Side (New York City)  
 Citizens Committee to Free Earl Browder  
 Citizens Emergency Defense Conference  
 Citizens Protective League  
 Civil Liberties Sponsoring Committee of Pittsburgh  
 Civil Rights Congress and its affiliated organizations, including:  
 Civil Rights Congress for Texas  
 Veterans Against Discrimination of Civil Rights Congress of New York  
 Civil Rights Congress for Texas (see Civil Rights Congress)  
 Columbians  
 Comité Coordinador Pro Republica Espanola  
 Comité Pro Derechos Civiles  
 — (See Puerto Rican Comité Pro Libertades Civiles)  
 Committee for a Democratic Far Eastern Policy  
 Committee for Constitutional and Political Freedom  
 Committee for Nationalist Action  
 Committee for Peace and Brotherhood Festival in Philadelphia  
 Committee for the Defense of the Pittsburgh Six  
 Committee for the Negro in the Arts  
 Committee for the Protection of the Bill of Rights  
 Committee for World Youth Friendship and Cultural Exchange  
 Committee to Abolish Discrimination in Maryland  
 (See Congress Against Discrimination; Maryland Congress Against Discrimination; Provisional Committee to Abolish Discrimination in the State of Maryland)  
 Committee to Aid the Fighting South  
 Committee to Defend Marie Richardson  
 Committee to Defend the Rights and Freedom of Pittsburgh's Political Prisoners  
 Committee to Uphold the Bill of Rights  
 Commonwealth College, Mena, Arkansas  
 Communist Party, U. S. A., its subdivisions, subsidiaries, and affiliates



PHILLIPS DAVID A

1065 44

PP 0 (1) 00 00 0

(2) (3)

(4)

SUBJECT: NOTIFICATION OF GRANTING OR OF REVOCATION OF CRYPTOGRAPHIC CLEARANCE

THE ABOVE NAMED INDIVIDUAL (ITEM 1) HAS BEEN GRANTED A CRYPTOGRAPHIC CLEARANCE FOR THE CRYPTOGRAPHIC CLEARANCE HELD BY THIS INDIVIDUAL HAS BEEN REVOKED UNDER THE PROVISIONS OF HR 90-8. THE CLEARANCE (ITEM 2) OR REVOCATION (ITEM 4), IS EFFECTIVE AS OF THE MONTH AND YEAR SHOWN ABOVE. SUBJECT HAS BEEN BRIEFED OR DEBRIEFED, AS APPROPRIATE, CONCERNING CRYPTOGRAPHIC AND RELATED COMMUNICATIONS SECURITY MATTERS AND HAS SIGNED A BRIEFING/DEBRIEFING STATEMENT, AS APPROPRIATE, ACKNOWLEDGING RESPONSIBILITY FOR THE PROTECTION OF CRYPTOGRAPHIC INFORMATION. UPON REVOCATION OF CRYPTOGRAPHIC CLEARANCE SUBJECT IS NOT AUTHORIZED TO HAVE CONTINUED CUSTODY OF, ACCESS TO, OR OTHERWISE GAIN FURTHER KNOWLEDGE OF STAFF CRYPTOGRAPHIC MATERIAL OR INFORMATION.

WHEN EMPLOYEE NO LONGER REQUIRES THE CLEARANCE IN ORDER TO PERFORM HIS/HER ASSIGNED DUTIES, IT IS REQUESTED THAT THE COMMUNICATIONS SECURITY STAFF, OC, BE NOTIFIED THAT THE CLEARANCE MAY BE REVOKED.

## DISTRIBUTION:

- 1 - EMPLOYEE'S COMPONENT (ITEM 3)
- 1 - OFFICE OF PERSONNEL

FORM 12-63 597b US PREVIOUS EDITIONS

FOR THE DIRECTOR OF COMMUNICATIONS.

CHIEF, ~~SECURITY~~ BRANCH, OC-S

CONFIDENTIAL

DOCTRINE

GROUP 1  
Excluded from automatic  
downgrading and declassification

**SECRET**  
(When Filled In)

1. PERSONNEL SERIAL NO. (1-6) 10410		<b>LANGUAGE PROFICIENCY AND AWARDS DATA</b>				2. LD NO. 7010
3. NAME (7-24) LAST Mullins, David A.		FIRST D	MIDDLE	4. OFFICE OR DIVISION II	5. LANGUAGE English	6. LANG. CODE (25-27) 120
7. DATE OF TEST (46-51) June 10, 1961		8. ANNIVERSARY DATE Mar. 16, 1962		9. GRADE 25	10. DATE OF BIRTH Oct. 21, 1908	
11. REASON FOR TAKING TEST		12. TEST SCORES				
APPLY FOR AWARD		READING (34)	WRITING (35)	PRONUNCIATION (36)	SPEAKING (37)	UNDERSTANDING (38)
ESTABLISH SKILL LEVEL						
13. ELIGIBILITY (39)		14. TYPE OF AWARD				
A		ACHIEVEMENT (A)	ELEMENTARY (E)	READING (R) SPEAKING (S)		BASED ON TRAINING THAT WAS DIRECTED (D) OR VOLUNTARY (V)
M		MAINTENANCE (M)	INTERMEDIATE (I)	COMPREHENSIVE (C)		
NA			HIGH (H)			
15. INELIGIBLE (REASON) level of proficiency not maintained				16. I CERTIFY THIS EMPLOYEE FOR A PROFICIENCY AWARD OF \$ (40-45)		
REMARKS				SIGNATURE		DATE
				17. I CERTIFY THAT FUNDS ARE AVAILABLE		
				OBLIGATION REF. NO.		CHARGE ALLOTMENT NO.
				SIGNATURE		

FORM 127-1  
5-60

OBsolete PREVIOUS  
EDITIONS

**SECRET**

(10-45)

MRD COPY

**SECRET**  
(When Filled In)

1. PERSONNEL SERIAL NO (1-6) 54145		<b>LANGUAGE PROFICIENCY AND AWARDS DATA</b>				2. LO NO. 752
3. NAME (7-24) LAST DUBILE, David A.		FIRST	MIDDLE	4. OFFICE OR DIVISION 18	5. LANGUAGE French	6. LANG. CODE (25-27) 202
7. DATE OF TEST (46-51) May 20, 1965		8. ANNIVERSARY DATE Mar. 14, 1960		9. GRADE 18	10. DATE OF BIRTH Oct. 21, 1900	
11. REASON FOR TAKING TEST		12. TEST SCORES				
APPLY FOR AWARD		READING (34)	WRITING (35)	PRONUNCIATION (36)	SPEAKING (37)	UNDERSTANDING (38)
ESTABLISH SKILL LEVEL						
13. ELIGIBILITY (39)		14. TYPE OF AWARD				
A		ACHIEVEMENT (A)	ELEMENTARY (E)	READING (R) SPEAKING (S)		BASED ON TRAINING THAT WAS DIRECTED (D) OR VOLUNTARY (V)
M		MAINTENANCE (M)	INTERMEDIATE (I)	COMPREHENSIVE (C)		
NA			HIGH (H)			
15. INELIGIBLE (REASON) did not achieve an awardable level.				16. I CERTIFY THIS EMPLOYEE FOR A PROFICIENCY AWARD OF \$ (40-45) SIGNATURE _____ DATE _____		
REMARKS				17. I CERTIFY THAT FUNDS ARE AVAILABLE		
				OBLIGATION REF. NO. _____ CHARGE ALLOTMENT NO. _____		
				SIGNATURE _____		

FORM 1273  
5-60

OBSELETE PREVIOUS  
EDITIONS

**SECRET**

(10-45)

MRD COPY

SECRET

(When Filled In)

11-581		LANGUAGE DATA RECORD		
524345				
PART I-GENERAL				
1. NAME (Last-First-Middle)		2. DATE OF BIRTH		
PHILLIPS, DAVID A.		OCTOBER 31 1922		
3. LANGUAGE		4. TODAY'S DATE		
FRENCH 265		march 14 60		
		<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE		
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION				
CONTINUE ON REVERSE SIDE				



CONTINUATION OF PART II—LANGUAGE ELEMENTS	
<b>SECTION D. Speaking (43)</b>	
1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.	
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.	
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.	
<input checked="" type="radio"/> 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.	
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.	
<b>SECTION E. Understanding (44)</b>	
1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOES AND PUNS.	
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.	
<input checked="" type="radio"/> 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.	
BEFORE CONTINUING — CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
<b>PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)</b>	
1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.	
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.	
3. BOTH OF THE ABOVE STATEMENTS APPLY.	
<input checked="" type="radio"/> 4. NONE OF THE ABOVE STATEMENTS APPLY.	
<b>PART IV—CERTIFICATION</b>	
I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-175, PAR. 10(a). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.	
DATE SIGNED 14 MARCH 1960	SIGNATURE D. A. Plesner
(46)	(47)

SECRET

(When Filled In)

(11-6)		LANGUAGE DATA RECORD	
524345			
PART I-GENERAL			
1. NAME (Last-First-Middle) (17-24)		2. DATE OF BIRTH (25-30)	
PHILLIPS, DAVID ATLEE		OCTOBER 31 1922	
3. LANGUAGE (31-33)	4. TODAY'S DATE (34-39)		5.
SPANISH DC	MARCH 14 1960		<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
PART II-LANGUAGE ELEMENTS			
SECTION A. Reading (40)			
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.			
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.			
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.			
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.			
5. I HAVE NO READING ABILITY IN THE LANGUAGE.			
SECTION B. Writing (41)			
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.			
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3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.			
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.			
5. I CANNOT WRITE IN THE LANGUAGE.			
SECTION C. Pronunciation (42)			
1. MY PRONUNCIATION IS NATIVE.			
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.			
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.			
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.			
5. I HAVE NO SKILL IN PRONUNCIATION.			
CONTINUE ON REVERSE SIDE			

CONTINUATION OF PART II—LANGUAGE ELEMENTS	
<b>SECTION D. Speaking (43)</b>	
1.	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2.	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3.	I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4.	I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5.	I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.
<b>SECTION E. Understanding (44)</b>	
1.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3.	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4.	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5.	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
<b>PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)</b>	
1.	I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2.	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3.	BOTH OF THE ABOVE STATEMENTS APPLY.
4.	NONE OF THE ABOVE STATEMENTS APPLY.
<b>PART IV—CERTIFICATION</b>	
I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.	
DATE SIGNED 14 MARCH 1960	SIGNATURE Dino G. Neri
(46)	(47)

SECRET

(When Filled In)

(1-6)		LANGUAGE DATA RECORD			
963663					
PART I-GENERAL					
1. NAME (Last-First-Middle) (17-24)			2. DATE OF BIRTH (25-30)		
DAVID A. Phillips			OCTOBER 31 1957		
3. LANGUAGE (31-33)			4. TODAY'S DATE (34-39)		
FRENCH 265			OCTOBER 22 1957		
			<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE		
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
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SECTION B. Writing (41)					
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4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
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SECTION C. Pronunciation (42)					
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2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
13					
CONTINUE ON REVERSE SIDE					

CONTINUATION OF PART II-LANGUAGE ELEMENTS	
SECTION D.	Speaking (43)
1.	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE EASILY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2.	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3.	I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4.	I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5.	I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.
SECTION E.	Understanding (44)
1.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOSES AND PUNS.
3.	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4.	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5.	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)	
1.	I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2.	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3.	BOTH OF THE ABOVE STATEMENTS APPLY.
4.	NONE OF THE ABOVE STATEMENTS APPLY.
PART IV-CERTIFICATION	
I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-115, PAR. 1C(43). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.	
DATE SIGNED	SIGNATURE
	<i>[Signature]</i>
(46)	E

SECRET  
(When Filled In)

56  
Link

(1-8)		LANGUAGE DATA RECORD			
913003					
PART I-GENERAL					
1. NAME (Last-First-Middle) (17-24)			2. DATE OF BIRTH (25-30)		
DAVID A. PHILLIPS			MONTH	DAY	YEAR
			OCTOBER	31	1912
3. LANGUAGE (31-33)		4. TODAY'S DATE (34-39)		5.	
SPANISH 720		MONTH	DAY	YEAR	
		OCTOBER	22	1957	<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
5. I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

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CONTINUATION OF PART II—LANGUAGE ELEMENTS	
SECTION D. Speaking (43)	
1	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3	I GET ALONG WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
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3	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE. I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING — CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)	
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2	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
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4	NONE OF THE ABOVE STATEMENTS APPLY.
PART IV—CERTIFICATION	
<p>I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-113, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.</p>	
DATE SIGNED	SIGNATURE
	<i>Sam</i>
(46)	(47) <i>A</i>

## CONFIDENTIAL

(WHEN FILLED IN)

## SECURITY APPROVAL

03 MAR 60 11 23

DATE : 9 February 1960

YOUR

REFERENCE: E-8573 CS/CS Div. Comp.

CASE NO. : 40696

TO : Director of Personnel

FROM : Director of Security

SUBJECT : PHILLIPS, David Atlee

1. This is to inform you of security approval of the subject person as follows:

- ☒ Subject has been approved for the appointment specified in your request under the provisions of Regulations 10-210 and 20-730 including access to classified information through Top Secret as required in the performance of his duties.
- ☐ Subject has been approved for appointment under the authority of Paragraph 4(d) of Regulation 10-210, and under Regulation 20-730 including access to classified information through Top Secret as required in the performance of his duties.

2. Unless arrangements are made within 60 days for entrance on duty within 120 days, this approval becomes invalid.

3. As part of the entrance on duty processing:

- ☒ A personal interview in the Office of Security must be arranged.
- ☐ A personal interview is not necessary.
- ☐

FOR THE DIRECTOR OF SECURITY:

*W. A. Osborne*  
W. A. Osborne

Acting Chief, Personnel Security Division

*(WH.)*  
*Mr. Washburn advised*  
*2-10-60*

FORM NO. 1173 REPLACES FORM 28-104  
1 MAR 57 WHICH IS OBSOLETE

CONFIDENTIAL



CONFIDENTIAL  
SECURITY INFORMATION  
SECURITY APPROVAL

Date: 26 April 1955

TO: Chief, Processing & Records Division  
Personnel Office  
FROM: Chief, Security Division  
Personnel  
SUBJECT: PHILLIPS, David Atlee

Your Reference: SR-6038-PP

Case Number: 10696

1. This is to advise you of security action in the subject case as indicated below:

- ☒ Security approval is granted the subject person for access to classified information.
- ☐ Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.
- ☐ The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of paragraph H of Regulation 10-9.

2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.
3. Subject is to be polygraphed as part of EOD procedures.

4. *This clearance is retroactive to 1 April 1955*  
*per Myers*  
*27 April 55*

*Ernest P. Geiss*  
Ernest P. Geiss

CONFIDENTIAL

**HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS?**

### Section 1: PERSONAL BACKGROUND

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED  
DATE 01-11-2001 BY 60322 UCBAW

<b>PATIENT ADDRESS</b>	DATE OF BIRTH _____
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**PERMANENT ADDRESS**

**D. NICKNAME** **WAVE OTHER NAME HAVE YOU USED**

**THE UNIVERSITY OF CHICAGO**

1980

NOVEMBER 1964

\_\_\_\_\_

**DATA ON THE**

**INTERNATIONAL INFORMATION**

1. The first step in the process is to identify the problem. This involves gathering information about the situation and understanding the needs of the stakeholders involved.

**THE UNIVERSITY OF CHICAGO**

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1. NAME OF VESSEL	
2. TYPE OF VESSEL	
3. HOME PORT	
4. DATE OF DEPARTURE	
5. TIME OF DEPARTURE	
6. NAME OF CAPTAIN	
7. NAME OF FIRST OFFICER	
8. NAME OF SECOND OFFICER	
9. NAME OF THIRD OFFICER	
10. NAME OF FOURTH OFFICER	
11. NAME OF FIFTH OFFICER	
12. NAME OF SIXTH OFFICER	
13. NAME OF SEVENTH OFFICER	
14. NAME OF EIGHTH OFFICER	
15. NAME OF NINTH OFFICER	
16. NAME OF TENTH OFFICER	
17. NAME OF ELEVENTH OFFICER	
18. NAME OF TWELFTH OFFICER	
19. NAME OF THIRTEENTH OFFICER	
20. NAME OF FOURTEENTH OFFICER	
21. NAME OF FIFTEENTH OFFICER	
22. NAME OF SIXTEENTH OFFICER	
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97. NAME OF NINETY-FIRST OFFICER	
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104. NAME OF NINETY-EIGHTH OFFICER	
105. NAME OF NINETY-NINTH OFFICER	
106. NAME OF HUNDRETH OFFICER	

CRIMINAL RECORD DEFENDERS (Continued)

NAME David Louis Phillips DOB 01/01/1922 SEX M

RESIDENCE 1000 E. Main St., Falls Church, Va. STATE VA

NAME David Louis Phillips, Jr. DOB 01/01/1922 SEX M

RESIDENCE 1000 E. Main St., Falls Church, Va. STATE VA

NAME David Louis Phillips DOB 01/01/1922 SEX M

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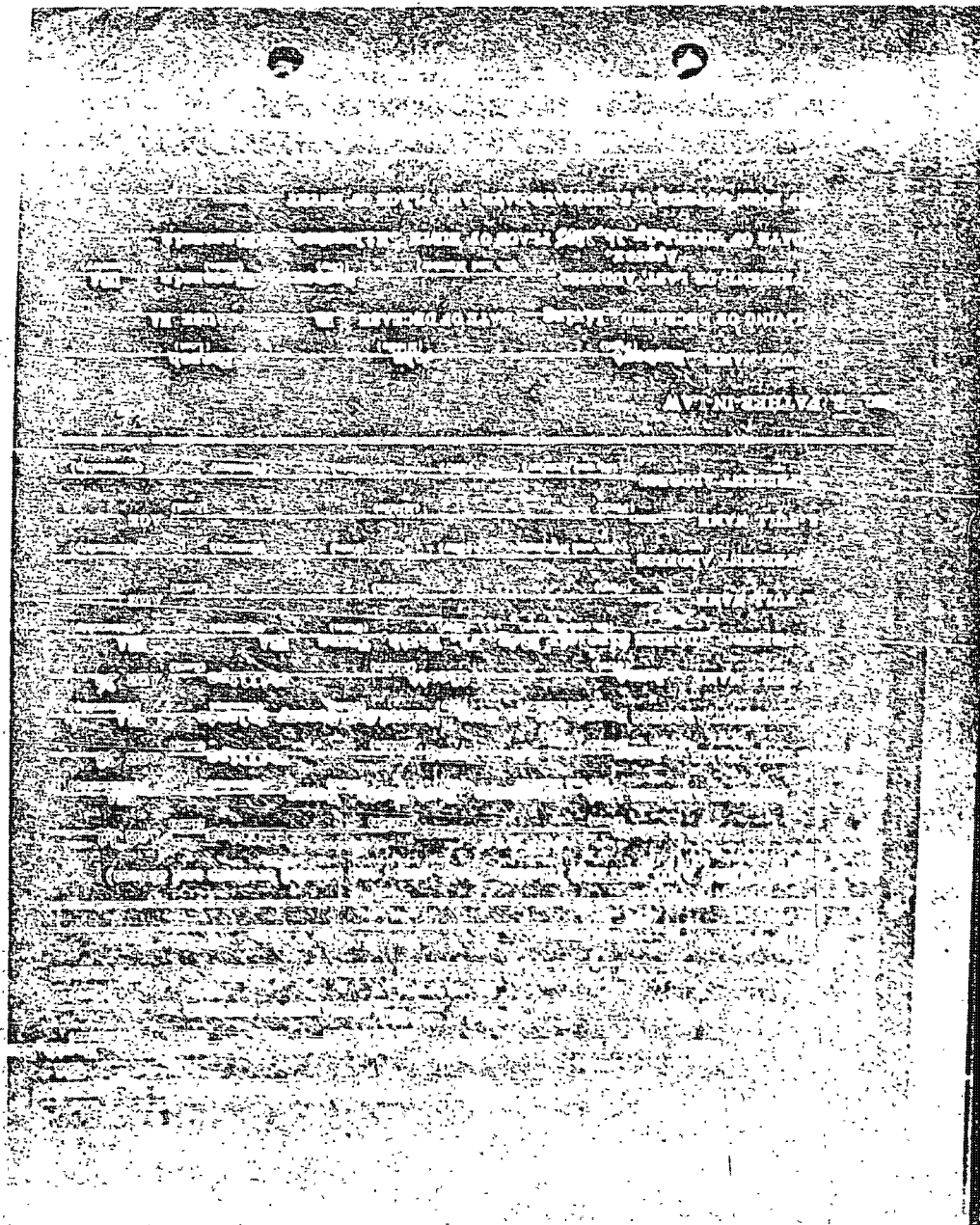
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RESIDENCE 1000 E. Main St., Falls Church, Va. STATE VA







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100-443887-100

14 DEFENSE CIVILIAN

**EDUCATION: UNIVERSITY OF MICHIGAN, ANN ARBOR, MICHIGAN**

## TECHNOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS ACCORD

FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE THAT YOU WERE DURING

PERIODS OF UNEMPLOYMENT: LIST LAST POSITION FIRST. (List in chronological order, starting with the most recent position first.)

CLASSIFICATION GRADE  
OF INFORMATION



\_\_\_\_\_

1990

RANGE OF NUMBERS		RANGE OF SUPERVISION	
1	10	1	10
2	20	2	20
3	30	3	30
4	40	4	40
5	50	5	50
6	60	6	60
7	70	7	70
8	80	8	80
9	90	9	90
10	100	10	100

1. **THE STATE OF TEXAS, COUNTY OF DALLAS, ss. I, \_\_\_\_\_, Clerk of the County Court, do hereby certify that the within and foregoing is a true and correct copy of the original of the same as the same appears from the records of the County Court of the County of Dallas, State of Texas.**

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1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

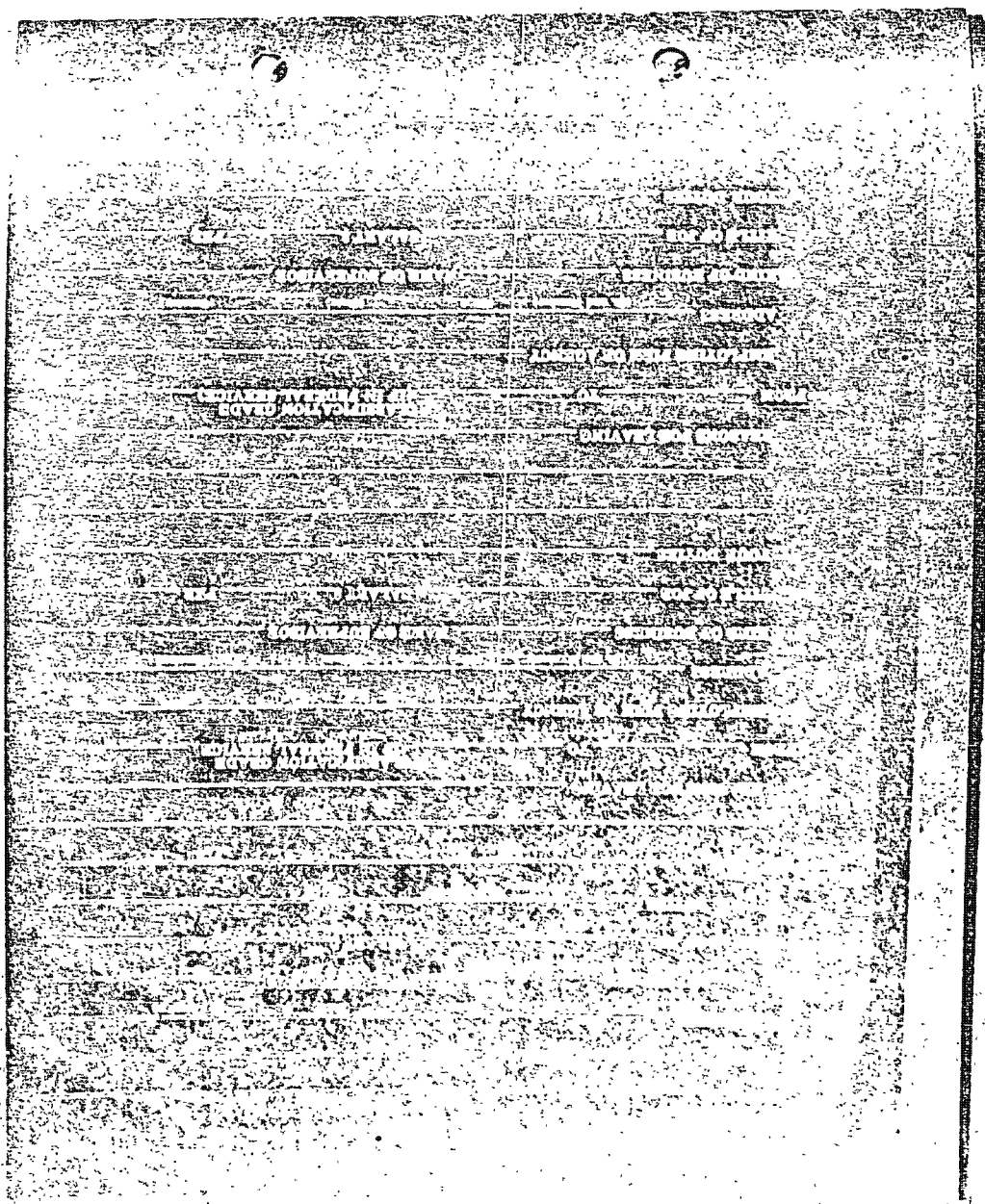
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the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion. The number of people aged 65 and over is expected to increase from 250 million to 450 million. The number of people aged 15 and over is expected to increase from 3.5 billion to 4.5 billion. The number of people aged 15 and over is expected to increase from 3.5 billion to 4.5 billion. The number of people aged 15 and over is expected to increase from 3.5 billion to 4.5 billion.

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the 1990s, the number of people in the world who are under 15 years of age is expected to increase by 1.5 billion, from 1.1 billion in 1990 to 2.6 billion in 2010. The number of people aged 65 and over is expected to increase by 1 billion, from 350 million in 1990 to 1.4 billion in 2010. The number of people aged 15-64 is expected to increase by 1.5 billion, from 2.5 billion in 1990 to 4.0 billion in 2010. The number of people aged 65 and over is expected to increase by 1 billion, from 350 million in 1990 to 1.4 billion in 2010. The number of people aged 15-64 is expected to increase by 1.5 billion, from 2.5 billion in 1990 to 4.0 billion in 2010.



DO NOT HAVE TO LEAVE A POSITION OR REPORT TO THE OFFICE IF YOU DESIRE TO REFLECT GIVE DETAILS

GENERAL QUALIFICATIONS

1. EDUCATION High School Graduate Postgraduate  
2. EXPERIENCE None Some Extensive  
3. SKILLS None Some Extensive  
4. PERSONALITY None Some Extensive  
5. INTERESTS None Some Extensive  
6. ATTITUDE None Some Extensive  
7. ADAPTABILITY None Some Extensive  
8. LEADERSHIP None Some Extensive  
9. COMMUNICATION None Some Extensive  
10. PROBLEM SOLVING None Some Extensive  
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20. FEEDBACK None Some Extensive

1. EDUCATION High School Graduate Postgraduate  
2. EXPERIENCE None Some Extensive  
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**WHEELER - 44 - 51 - 1000**

[illegible]

MATERIAL REVIEWED AT CIA HEADQUARTERS BY \_\_\_\_\_  
HOUSE SELECT COMMITTEE ON ASSASSINATIONS STAFF MEMBERS

**SECRET**

FILE TITLE/NUMBER/VOLUME: Phillips, David A.

INCLUSIVE DATES: 25-MARCH 1955-2 Feb 1976

CUSTODIAL UNIT/LOCATION: OP. Files

ROOM: 5E13

DELETIONS, IF ANY:

[illegible]

NO DOCUMENTS MAY BE COPIED OR REMOVED FROM THIS FILE

**SECRET**

BOX # 72-154 BOX #

## Contract Service —

(P)

GS

Date	Action	Compensation	GS Equivalent
1 Feb 51	Independent contractor	\$600 per mo	
28 Feb 51	<del>Independent</del> contract terminated	600 " "	
25 Jan 52	Independent contractor	\$6,000 p.a.	
31 Aug 53	Contract terminated	6,000	
4 Mar 54	Contract Employee	\$7,200	
31 Jul 54	Contract terminated	7,200	
1 Aug 54	Contract Employee	8,360	
31 Mar 55	Contract terminated	8,360	
1 Apr 55	Agency Staff Agent service		
13 Aug 58			
19 Aug 58	Independent contractor (Note: the base rate of pay of \$7,200 is subject to increase on occasions wherein subject performs specialized assignments)	<del>\$7,200</del> \$7,200	
13 Mar 60	<del>Contract</del> terminated	7,200	
14 Mar 60	Entered on duty as an Agency Staff Employee at the rate of GS-14/3 (\$11,835).		

14-00000


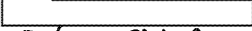
ADMINISTRATIVE-INTERNAL USE ONLY

13 May 1975

MEMORANDUM FOR: Chief, Contract Personnel Division  
SUBJECT : Earnings of David A. Phillips

In accordance with your telephone request, the following is a record of income earned by Mr. Phillips during the period 19 August 1958 through 13 March 1960. Mr. Phillips was paid at \$7,200 P/A, with the exception of those periods of service performed outside of his country of permanent assignment and then he was paid at \$13,000 P/A.

<u>DATES</u>	<u>PAID AT \$7200 P/A</u>	<u>DUE DIFFERENCE BETWEEN \$7200 P/A &amp; \$13000 P/A</u>	<u>TOTAL</u>
19-31 Aug 58	\$ 240.00	-0-	\$ 240.00
Sept 58	600.00	\$ 32.22	632.22
Oct 58	600.00	434.97	1034.97
Nov 58-Jan 59	1800.00	-0-	1800.00
Feb 59	600.00	88.60	688.60
March 59	600.00	-0-	600.00
April 59	600.00	157.07	757.07
May 59	600.00	128.88	728.88
June-July 59	1200.00	-0-	1200.00
Aug 59	600.00	80.55	680.55
Sept 59-Feb 60	3600.00	-0-	3600.00
1-13 March 60	260.00	-0-	260.00
Totals	\$11,300.00	\$922.29	\$12,222.29

  
  
Deputy Chief  
Compensation and Tax Division

ADMINISTRATIVE-INTERNAL USE ONLY

13-00000  
Out of Country 6 times

P.O.

David Phillips

19 Aug 58 - \$7200

19-31 Aug 58	-	\$260	
Sep 58	-	600 + 32.22	\$632.22
Oct 58	-	600 + 289.98	889.98
Nov 58	-	Thru Jan 59 600	\$1800.00
Feb 59	-	600 + 88.60	688.60
Mar 59	-		600.00
Apr 59	-	600 + 157.07	757.07
May 59	-	600 + 128.88	728.88
Jun 59	-	600	600.00
Jul 59	-	600	600.00
Aug 59	-	600 + 80.55	680.55
Sept 59	-	600	600.00
Oct 59	-	600	600.00
Nov 59	-	600	600.00
Dec 59	-	600	600.00
Jan 60	-	600	600.00
Feb 60	-	600	600.00
1-13 Mar 60	-	260	260.00

11,320 paid at \$7200

also pay \$777.30

Total Paid \$12,097.30

4 March 1975

BACKGROUND ON REQUEST FOR CREDITABLE SERVICE: August 1950 Until 3 March 1954

1. A basic document in consideration of this request is HCSA-825, dated 4 February 1954.

*Poly. gh*  
*Document* 2. I was running an English-language newspaper [redacted] when asked to work with our Station there. My first pay was \$50.00 per month. The file contains a project approval dated 31 May 1950; TCS-A-1064 asks that the first payment be made to the U.S. bank on 1 August 1950.

*Conclus*  
*73 a*  
*one 26*  
*C* 3. During this period I recall a number of activities undertaken for the Station, and I travelled to New York for clandestine training. The file indicates "He was originally approved operationally to handle the complex Soviet espionage case of FULMINATER-2. His conduct of this case was considered excellent...." Also, "It will be recalled that Headquarters was very pleased with the printing job...which he had done." The latter was indicative of a number of such chores, when I stayed behind in my plant after the employees had left for the night, printing leaflets, booklets, etc. I also handled agents and did a number of spotting and assessing jobs for the Station.

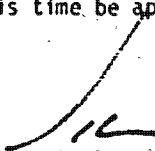
4. I signed a new contract on 25 January 1952 for \$500.00 per month which ran until the termination date of 31 August 1953. (Actually this was in the form of a loan which was paid off at the rate of \$500.00. The advance was used to purchase printing equipment which allowed me to do certain work for the Station, but which I retained.)"

5. After termination of the contract on 31 August I remained in [redacted] until 4 March 1954. During this period I recruited a CP agent who still works for the Station--and was a cabinet member under Allende. On 3 February 1954 Headquarters asked that I be made available for another assignment. The Station pointed out that I was working on the recruitment, and that I and my family were planning on a European vacation. Headquarters again requested my assignment. Thus I departed for the [redacted] project in early March, abandoning my free family trip to Europe (tickets paid for by advertising in my paper) and leaving my family behind to pack up. I accepted this assignment without knowing where it was, or for how long it would last. Indeed I did not even have a contract.

E2 IMPDET  
CL BY 024345

SECRET

6. I worked for the Agency in [ ] then, between 1 August 1950 until departure for PBSUCCESS on 4 March 1954. I was always available and when I finally did leave it was for Agency business rather than my own. Thus I request that all or part of this time be approved as creditable toward retirement."

  
David A. Phillips



14-00000  
3  
Mr. DeFelice:

Information from Adele regarding  
Dave Phillips' creditable service:

As of 31 December 1974:

18 years, 11 months, 27 days  
(Agency civilian service)

2 years, 8 months, 11 days  
(military service)

Total creditable service:

21 years, 8 months, 8 days.

Sick leave will be added to that.

For your information, [ ] has  
an appointment with Mr. Phillips on  
Wednesday afternoon. He is in the  
CIARDS system and with his birth date  
in 1922, he is eligible for voluntary  
retirement.

Bonnie

18 - 11 23

Mar 54 - July 54 - 4 mo -  
 1 Aug 54 - 31 Mar 57 6 mo -

April 55 - 15 Mar 56 3 mo

Mar 56 - Mar 57 15

Off land - 7 Feb 56 - 13 Aug 58

Raymond Brown - Chow

Contract rent - 1 Feb 51 - 28 Feb 51 -  
 Contract rent 28 Mar 52 - 31 Aug 53

Contract rent 4 March 54 - 31 Mar 55  
 Self 1 April 55 - 6 Feb 56  
 Self 2 Feb 56 - 13 Aug 58  
 Contract rent 13 Feb 58 - 13 Mar 60  
 Self 14 Mar 60 - 6 Oct 60

David A. Phillips

Accepted Appointment Staff Employee 1 Apr 55

Resignation Staff Employee 6 Feb 56

Accepted Appointment Staff Agent 7 Feb 56

Resignation Staff Agent 13 Aug 58

Contract Agent 19 Aug 58

Terminated 13 Mar 60

Accepted Agent Staff Employee 14 Mar 60

Staff Employee since 14 Nov 1960

14-00000

**SECRET**

21 May 1975

**MEMORANDUM FOR:** Office of Finance/C&TD

**SUBJECT :** Verification of Contract Employee Service of David A. Phillips, current staff employee for period 19 August 1958 through 13 March 1960.

**REFERENCE :** Memorandum from Deputy Chief Comp & Tax Division subject earnings of David A. Phillips dated 13 May 1975

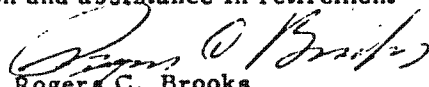
1. Based upon new information it has now been determined that subject served as an Agency contract employee during period 19 August 1958 through 13 March 1960, and that this period is creditable for both retirement and leave account category purposes. Civil Service Retirement deductions were not withheld during the period. Records of this office reflect subject was authorized compensation during referenced period at the rate of \$7,200 per annum, except that when he was outside of the United States he was paid at the rate of \$13,000 per annum. For times and amounts involved in change of rate see reference.

2. Action required:

(a) Office of Finance: Please post the above information to subjects retirement records.

(b) DDO/LA/Pers: Please advise subject of the contents of this memorandum.

(c) RAD/ROB: For your information and assistance in retirement processing.

  
Rogers C. Brooks  
Deputy Chief

Contract Personnel Division

**Distribution:**

Orig - Addressee  
1 - DDO/LA/Pers  
1 - RAD/ROB

OGC Concurrence: 11 - 13 May 1975

**SECRET**

E2IMPDET  
CL by: 063837

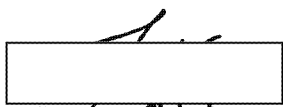
ADMINISTRATIVE-INTERNAL USE ONLY

13 May 1975

MEMORANDUM FOR: Chief, Contract Personnel Division  
SUBJECT : Earnings of David A. Phillips

In accordance with your telephone request, the following is a record of income earned by Mr. Phillips during the period 19 August 1958 through 13 March 1960. Mr. Phillips was paid at \$7,200 P/A, with the exception of those periods of service performed outside of his country of permanent assignment and then he was paid at \$13,000 P/A.

<u>DATES</u>	<u>PAID AT \$7200 P/A</u>	<u>DUE DIFFERENCE BETWEEN \$7200 P/A &amp; \$13000 P/A</u>	<u>TOTAL</u>
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1-13 March 60	260.00	-0-	260.00
Totals	\$11,300.00	\$922.29	\$12,222.29

  
Deputy Chief  
Compensation and Tax Division

ADMINISTRATIVE-INTERNAL USE ONLY

14-00000

**SECRET**

21 May 1975

**MEMORANDUM FOR: Office of Finance/C&TD**

**SUBJECT** : Verification of Contract Employee Service of David A. Phillips, current staff employee for period 19 August 1958 through 13 March 1960.

**REFERENCE** : Memorandum from Deputy Chief Comp & Tax Division subject earnings of David A. Phillips dated 13 May 1975

1. Based upon new information it has now been determined that subject served as an Agency contract employee during period 19 August 1958 through 13 March 1960, and that this period is creditable for both retirement and leave account category purposes. Civil Service Retirement deductions were not withheld during the period. Records of this office reflect subject was authorized compensation during referenced period at the rate of \$7,200 per annum, except that when he was outside of the United States he was paid at the rate of \$13,000 per annum. For times and amounts involved in change of rate see reference.

**2. Action required:**

(a) Office of Finance: Please post the above information to subjects retirement records.

(b) DDO/LA/Pers: Please advise subject of the contents of this memorandum.

(c) RAD/ROB: For your information and assistance in retirement processing.

7s/ Rogers C. Brooks

Rogers C. Brooks

Deputy Chief

Contract Personnel Division

**Distribution:**

Orig - Addressee

1 - DDO/LA/Pers

1 - RAD/ROB

1 - Subjects CPD file

1 - CPD Chrono file

DDA/OP/CPD: RCB;sp (21 May 1975)

**EXEMPT**

CL by: 063837

**SECRET**

SECRET

10 MAR 1975

MEMORANDUM FOR: Chief, TRB

SUBJECT : Verification of Contract Employee Service for  
[redacted] (P) Current Staff Employee

REFERENCE : CPD Memorandum of 30 June 1966 to Chief, TRB,  
Subject "Record of Contract Service for [redacted]"  
[redacted]

1. Referent memorandum is revised in its entirety to reflect the following periods of full time contract employee service as being creditable service for both leave and Civil Service Retirement purposes.

<u>DATE</u>	<u>ACTION</u>	<u>PER ANNUM COMPENSATION</u>
4 March 1954	Contract employee	\$7,200
31 July 1954	Contract terminated	7,200
1 August 1954	Contract employee	8,360
31 March 1955	Contract terminated	8,360

2. Period of service 4 March 1954 through 31 December 1954 had in previous memorandum been declared creditable service for both leave and retirement purposes. It denied creditable retirement service for the period 1 January 1955 through 31 March 1955 because of a Federal statutory provision relating to periods covered by Social Security. The foregoing position was removed by P. L. 91-630 of 31 December 1970, thereby having the effect of rendering said service as creditable.

3. Action required:

- a. Office of Personnel/TRB: Please file this memorandum in subject's official personnel file folder.
- b. Office of Personnel/ROB: For your information.

202227

**SECRET**

- 2 -

- c. Office of Finance/C&TD: Please post the above information to subject's retirement records.
- d. DDO/LA/Personnel: Please advise subject of the contents of this memorandum.

Rogers C. Brooks  
Deputy Chief  
Contract Personnel Division

**Distribution:**

Orig - Addressee  
1 - CP/ROB  
1 - OF/C&TD  
1 - DDO/LA/Personnel  
1 - CPD Subject file  
1 - CPD Chrono  
OP/CPD/R.C.Brooks:jc (10 March 1975)

**SECRET**



S E C R E T

MEMO FOR: The File

SUBJECT: [REDACTED] (P), Verification of Contract Service

19 Oct 70

Subject, now a Staff Disbursed, asked Don DeFelice to see if any of his old contract time is creditable towards GIASB retirement. Currently, subject is assigned PCS in VII field, but is currently in Hqtrs on TDY.

21 Oct 70:

Met with subject and discussed all aspects of his questions and his prior contractual service. Provided him with ~~some~~ information concerning his service, ~~and~~ that criteria CPD used in determining independent contractor service vs contract employee service, applicability of the "social security rule" precluding the use of ~~old~~ contract employee time under social security being creditable retirement time, etc. Also, provided subject with a sample of a memo which could be written to CPD requesting old independent contractor time be recategorized as contract employee time. Also indicated to subject we would help him draft an appropriate memo if he (subject) felt he had a good case. In general, from information provided by subject, it seemed that subject's old independent contractor time was not of a type that might lend itself to conversion to contract ~~and~~ employee time.

3 Dec 70: As of this date, CPD had heard nothing more from subject and it was therefore assumed that ~~and~~ subject had, ~~and~~ at least for the immediate moment, decided not to pursue the matter further.

Paul Wilson  
3 Dec 1970

1

O/Personnel/Contract Personnel Div  
5F-69 Hqtrs.  
(Paul R. Wilson)

23 April 1970

OP/RAD - 205 Magazine Bldg.  
Attn: Adelo J. Sukowicz

1. Adelo: Hope the following with help you:

- (a) Attached is our CPD file on loan. In it find a chrono of all of subject's contract service.
- (b) Information in our CPD memo of 30 June 66 is reaffirmed. However, note it did not cite subject's 1951/52/53 service, which service is cited in the O/Finance memo of 16 June 1966. This 1951/52/53 service is independent contractor service and not creditable for purposes of Civil Service Retirement.
- (c) Our CPD memo of 30 Jun 66 indicates subject ~~had~~ had a social security obligation for period 1 Jan 55 thru 31 Mar 55. Since this obligation came about retroactively in Mid 1955, possibility exists that neither subject or the Agency made contributions to the Social Security System. If they were not made, it is possible for such to be made at this late date and if subject or WH Division is interested in looking into this, they should contact Rod Brooks of CPD.

Paul R. Wilson

☐ UNCLASSIFIED☐ INTERNAL  
USE ONLY☐ CONFIDENTIAL☐ SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

NH Personnel

3D3162

6815

DATE

6 April 1970

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

CP/RAD 205 Magazine  
ATTN: Adele J. Sukowicz

2.

3.

4.

5.

6. Chief, Contract Personnel Div  
5 E 69 HHS

7.

8.

9.

10.

11.

12.

13.

14.

15.

Attached is Mr. [redacted] official file and a dispatch from him in which he requests a computation of his time with the Agency for retirement purposes. It is a very complicated case. Good luck!

NH Personnel

1 to 6:

On the basis of CPL's memo dated 30 June 1966 (copy attached) ruling on the creditability of Subject's contract service, HOS can reply to the attached dispatch. However, it is requested that CPL review HOS for its factual content and advise HOS if the memo of 30 Jun 66 is reaffirmed.

Your attention is invited to a discrepancy in identifying 1951 contract service. In the dispatch (para 5) Subject refers to himself as a "covert associate"; the Office of Finance (see memo dtd 16 Jun 66) copy attached lists the time as "contract agent" service; and your memo of 30 Jun 66 lists the time as "contract employee" service.

FORM  
3-62

610

USE PREVIOUS  
EDITIONS☐ SECRET☐ CONFIDENTIAL☐ INTERNAL  
USE ONLY☐ UNCLASSIFIED

DISPATCH		CLASSIFICATION	PROCESSING ACTION
		SECRET	
TO	Chief, Western Hemisphere Division		MARKED FOR INDEXING
INFO.	Chief, Operational Services		NO INDEXING REQUIRED
FROM	Chief of Station, [REDACTED]		ONLY QUALIFIED DESK CAN JUDGE INDEXING
SUBJECT	Request for Review of Retirement Status---		MICROFILM
ACTION REQUIRED - REFERENCES			
<p>Action Required: See Paragraph 9 et all</p> <p>1. During his RVROCK career [REDACTED] has served as Contract Agent, Covert Associate, Staff Agent and Contract Employee. On one occasion [REDACTED] resigned from RVROCK, became a Contract Agent, then returned as a Staff Employee. The purpose of this dispatch is to request a review of exactly what [REDACTED] status has been over the years, what must be done to repay retirement funds for any periods of creditable service not now covered, and to study the possibility that some periods of tenure might be converted from uncreditable to creditable status.</p> <p>2. [REDACTED] served in the Air Force from February 1943 through October 1945, with total service of two years, eight months and 19 days.</p> <p>3. The dates of [REDACTED] first RVROCK service in [REDACTED] are very hazy to [REDACTED]. He does recall that he was first recruited by the COS, but cannot recall if this was on a formal, salaried basis. At some time during 1950 or 1951, probably the latter, [REDACTED] signed an RVROCK contract, for at least two years, possibly longer. The salary is remembered as US\$500 per month, and on one occasion this salary was paid in advance to allow [REDACTED] to purchase printing equipment. Please check the contract covering this period and advise [REDACTED] (a) the duration of the contract and (b) if any provision for deductions (or future payment of) was made. If, as [REDACTED] suspects, there were no deductions, even for Social Security, [REDACTED] would appreciate Headquarters comment on the possibility that this period might be retroactively converted to creditable service status (after payments into retirement system, of course). In this connection it is suggested</p>			
Distribution:			
③ - Chief, WHD 2 - Chief, OPSER			
REFERENCE TO	DISPATCH SYMBOL AND NUMBER	DATE	
	[REDACTED]	25 March 1970	
	CLASSIFICATION	MOS FILE NUMBER	
	SECRET		

CONTINUATION OF  
DISPATCH

CLASSIFICATION  
S E C R E T

DISPATCH SYMBOL AND NUMBER

that a discussion might be held with James G. COLLETT, who was COS in [ ] during most of that time. [ ] believes that COLLETT will confirm that [ ] demonstrated his intense interest in his RVROCK work by performing not only the work called for in his contract (mostly clandestine printing) but other chores as well. Example: during this period, or perhaps just after the expiration of [ ] contract, [ ] under Station guidance and instruction, approached and recruited a Communist Party agent. (It is understood that the agent is still reporting.) Another example: in March 1954, COS COLLETT approached [ ] and asked him if he would accept the Headquarters' request that he leave [ ] board an airplane for the U.S. and assist in an unidentified operation which would last "some months." That was the extent of the offer. [ ] accepted. This was despite the fact that he had no contract, and that he had to leave his family behind and to abandon a trip which had been planned through Europe. It is believed that this indicates that [ ] was pretty much "under RVROCK control" during this period. (Perhaps training records can assist in finding information on this [ ] period, as [ ] went to New York on one occasion for a six-week training course).

4. The next period of contract employment is also hazy. The operation in which [ ] was asked to participate turned out to be PBSUCCESS. Some sort of contract was drawn up, but [ ] does not recall if any deduction for retirement was made, nor of the terms of the contract. It is requested that this contract be reviewed and, should there have been no retirement credit, that it too be reviewed for possible conversion to creditable service. There is no question of [ ] "responding to RVROCK control" during this period. It was full time work, and most of it performed away from family---some of it in the jungle. About sixty days, [ ] recalls, was spent [ ] in Project PBHISTORY. [ ] was awarded an RVROCK decoration for his work during this period. *ABROAD.*

5. As the result of his participation in PBSUCCESS, [ ] was contracted as a Covert Associate from (about; this is a guess) October, 1954 until April of 1955. [ ] distinctly recalls that this contract called for retirement credit if chosen as a future option. (It is not impossible that this contract was made retroactive to cover [ ] departure from [ ] in March, 1954.) It would be appreciated if [ ] would be advised of the exact duration and terms of this contract.

6. [ ] was a Staff Employee from 1 April 1955 until 13 July of 1958, when he resigned. Retirement payments for this period were returned to [ ] and he understands that they must be repaid sometime before retirement to make the period creditable.

7. After resigning in 1958 [ ] went to Cuba and within a week signed a contract---as an independent operator and, to the best of [ ] recollection, without any retirement benefits. Again, it is requested that this contract be reviewed with the view of possible conversion to creditable status.

8. On March 14, 1960 [ ] again became a Staff Employee, and has remained in that status.

9. Despite a rather long tenure with RVROCK [ ] now finds that much of his service is either not creditable, or is creditable and not paid. [ ] would like to set this house in order, and to begin having regular deductions from his salary begin building up his paid-up creditable retirement equities. Headquarters' assistance in arriving at this happy state would be appreciated. [ ] is especially interested in obtaining approval for conversion of the early contract days in [ ]. It seems apparent that if repayment into the retirement system is to be initiated,

CONTINUATION OF DISPATCH	CLASSIFICATION <b>S E C R E T</b>	DISPATCH SYMBOL AND NUMBER <div></div>
<p data-bbox="467 363 1430 453">it would be wiser to repay the early years first (so as to add more time more quickly with less payment). In any event, a Headquarters' review of the case would be appreciated.</p> <div data-bbox="1008 506 1406 623"></div>		
FORM 53a 8-64 1-601	CLASSIFICATION <b>S E C R E T</b>	<div data-bbox="1125 2059 1252 2102"><input type="checkbox"/> CONTINUED</div> <div data-bbox="1317 2038 1382 2102">PAGE NO. <b>3</b></div>

30 June 1966

MEMORANDUM FOR : Chief, TRB

SUBJECT : Record of Contract Service for  
[REDACTED]

1. Per your request we are forwarding record of Subject's contract service:

<u>Date</u>	<u>Action</u>
4 March 1954	Hired as Contract Employee
31 July 1954	Terminated
1 August 1954	Hired as Contract Employee
31 March 1955	Terminated
19 August 1958	Hired as Contract Agent
13 March 1960	Terminated

2. Subject was employed on a full time basis with leave benefits from 4 March 1954 through 31 March 1955. Accordingly, this entire period is "creditable" for establishing his annual leave category. However, the period from 19 August 1958 through 13 March 1960, as an independent contractor, is not creditable for this purpose. Only the period from 4 March 1954 through 31 December 1954 is "creditable for Civil Service Retirement, since Contract Employee's were mandatorily covered by Social Security as of 1 January 1955.

3. Attached is OF record of Agency service with salary breakdown.

Rogers C. Brooks  
Acting Chief, Contract Personnel Division

Distribution:  
Orig - Addressee  
2 - CPD

ATTN : Chief, Contract Personnel Division

16 June 1966

Compensation and Tax Division  
Office of Finance

Agency Service of ~~Department of Defense~~

The records of the Office of Finance show the following Agency service for Subject:

**Contract Agent:**

ECB 1 February 1951 @ \$600.00 P/A  
Term 29 February 1951 @ \$600.00 P/A

ECB 25 January 1952 @ \$1000.00 P/A  
Term 31 August 1953 @ \$6000.00 P/A

ECB 4 March 1954 @ \$7200.00 P/A  
Pay Inc. 1 August 1954 @ \$6360.00 P/A  
Term 31 March 1955 @ \$2360.00 P/A

**Staff Employee:**

Ex. Appt. 1 April 1955 @ \$6400.00 P/A  
Pos. 8 February 1956 @ \$10,320.00 P/A

**Staff Agent:**

Ex. Appt. 7 February 1956 @ \$10,320.00 P/A  
PSI 7 October 1956 @ \$10,535.00 P/A  
Pay Raise 12 January 1958 @ \$11,595.00 P/A  
PSI 6 April 1958 @ \$11,835.00 P/A  
Pos. 13 August 1958 @ \$11,835.00 P/A

**Contract Agent:**

ECB 19 August 1958 @ \$7,200.00 P/A  
Term 13 March 1960 @ \$7,200.00 P/A

**Staff Employee:**

Ex. Appt. 14 March 1960 @ \$11,835.00 P/A  
Subject has been a Staff Employee since 14 March 1960.

Chief  
Agent Payroll Branch



STANDARD FORM 144  
REVISED SEPTEMBER 1954  
U. S. CIVIL SERVICE COMMISSION  
FPM CHAPTERS 51, 52 AND 53

# STATEMENT OF PRIOR FEDERAL CIVILIAN AND MILITARY SERVICE AND DETERMINATION OF COMPETITIVE STATUS

**IMPORTANT:** The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.

PART I—EMPLOYEE'S STATEMENT										PART II—THIS COLUMN IS FOR PERSONNEL OFFICE USE		
1. NAME (Last, first, middle initial)					2. DATE OF BIRTH					3. RETENTION GROUP		
PHILLIPS, DAVID ATLEE					OCTOBER 31, 1927							
4. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (Do not include military service).										12. A CSC STATUS <input type="checkbox"/> YES <input type="checkbox"/> NO		
5. TYPE OF PRESENT APPOINTMENT										11. SERVICE		
NAME AND LOCATION OF AGENCY			FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN			
			YEAR	MONTH	DAY	YEAR	MONTH	DAY				
CIA			1955	APRIL	1	1955	AUG	13	GS-14			
6. LIST PERIODS OF ACTIVE SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES IF YOU HAD NO ACTIVE MILITARY SERVICE, WRITE "NONE."										12. TOTAL SERVICE		
BRANCH			FROM—			TO—			DISCHARGE (Hon. or dishon.?)			
			YEAR	MONTH	DAY	YEAR	MONTH	DAY				
ARMY AIR FORCE			1945	2	12	1945	10	31	HON.			
7. TOTAL OF MORE THAN 6 MONTHS ABSENCE BY ONE CALENDAR YEAR? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										12. NONCREDITABLE SERVICE (Leave purposes only):		
8. NONCREDITABLE SERVICE (RIF purposes only):										14. NONCREDITABLE SERVICE (RIF purposes only):		
9. PREEMPLOYMENT RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO										15. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO		
10. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO										17. EXPIRATION DATE OF RETENTION RIGHTS		
11. COMPETITIVE CIVIL SERVICE STATUS												
no status was acquired?												

## NOTE:

This SF-144 was completed by subject on 14 March 1960 on occasion of entering on duty as a Staff Employee.

Note that he did not claim any of his prior contract service.

Original of this SF-144 on file in subject's Staff Employee file.

I swear (or affirm) that the above statements are true to the best of my knowledge and belief.

14 MARCH 1960 (DATE)

David G. Phillips (SIGNATURE)

Subscribed and sworn to before me on this 14 day of MARCH 1960 at WASHINGTON, D.C. (MONTH) (DAY) (STATE)

SEAL

William Caperton (SIGNATURE)

NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

INSTRUCTIONS: File this form on the permanent side of the employee's official personnel folder immediately before or after the personnel action involved.

(OVER)

15-54400-2

SECRET

14 March 1960

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT : Termination of [ ] Contract

It is requested that the contract of [ ] be terminated as of close of business 13 March 1960 in view of his appointment to staff employee status effective 14 March 1960

J. C. King  
Chief, Western Hemisphere Division

SECRET

[redacted]  
Dear [redacted]

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 19 August 1958, as amended.

Effective 16 February 1960, said contract, as amended, is further amended by adding after paragraph seven (7), entitled "Travel and Operational Expenses," the following paragraph:

"8. Return Travel. Upon the successful completion of your services under this agreement you will be advanced or reimbursed funds for authorized travel and transportation expenses for you, your dependents and your household effects from Havana, Cuba to the Washington, D.C. area, including per diem in lieu of subsistence in the course of such travel. Such funds will be subject to payment and accounting in conformance with applicable Government regulations."

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

Entk-aid - 15 Feb 60  
W H / P P Amourille  
c/o Robert Rayner  
C.A.

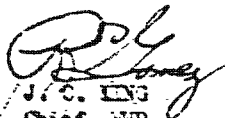
SECRET

16 February 1960

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT: Amendment to Contract -

It is requested that Subject's contract dated 19 August 1958, as amended, be further amended to authorize return travel from Havana, Cuba, to Washington, D. C., for Subject and his dependents at Government expense. It is also requested that the amendment authorize shipment of  household effects from Havana, Cuba, to Washington, D. C., at Government expense.

  
J. C. KING  
Chief, ASD

SECRET

~~S-C-R-F-T~~

(When Filled In)

MEMORANDUM FOR: CHIEF, Finance Division

FROM: Contract Personnel Division

**SUBJECT:** Contract Extension for 2000-2001

1. Effective 1/1/58, the contract (as amended) for the subject individual, effective 19 Aug 58, is extended for a period of 1 year.

2. All other terms and conditions of the contract (as amended) remain in full force and effect.

UNITED STATES OF AMERICA

**BY** \_\_\_\_\_  
**CONTROLLING OFFICER**

~~S-E-C-R-E-T~~

**SECRET**

18 August 1959

MEMORANDUM FOR: Chief, Contract Personnel Division  
Attention:

FROM : Acting Chief, WHD

SUBJECT : Renewal of Contract of

It is hereby requested that the contract of  effective  
19 August 1958 and amended, be renewed for one (1) year effective 19 August  
1959.

*R. E. Gomez*  
for R. E. GOMEZ  
Acting Chief, Western Hemisphere Division

**SECRET**

SECRET

[Redacted]  
Dear [Redacted]

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 19 August 1958.

Effective 19 August 1958, said contract is amended in the following manner:

(a) The first sentence of paragraph one (1), entitled "Compensation," is deleted and in lieu thereof the following sentence is substituted:

"In full consideration for the purchase of such information and services you will be compensated in an amount calculated at the rate of \$7200 per annum except that for those periods of time during which you are performing services necessitating certain specialized professional skills on a full time basis outside of the country of your present permanent assignment, you will be compensated at the rate of \$13,000 per annum."

(b) The following paragraph is added after paragraph six (6), entitled "Term":

"7. Travel and Operational Expenses. While performing those tasks for which you will be compensated at the rate of \$13,000 per annum, as set forth in paragraph one (1) above, you will be advanced or reimbursed funds for necessary expenses incurred in connection with such operational travel as may be directed or authorized by the Government. This may include per diem in lieu of subsistence in the course of such travel and while on temporary duty away from your permanent post of assignment overseas. In addition, you will be advanced or reimbursed funds for necessary operational expenses as specifically approved by the Government. Payment and accounting for the items set forth herein will be in conformance with applicable Government regulations."

All other terms and conditions of the contract remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

[Redacted]  
WITNESS: \_\_\_\_\_

APPROVED:

*6/26/58 - 9-10-58  
21-1/11/1/ (Amended) (1958)*

**SECRET**

17 September 1958

**MEMORANDUM FOR** : Chief, Contract Personnel Division  
Attention: [ ]

**FROM** : Chief, Western Hemisphere Division

**SUBJECT** : Amendment To Contract of [ ]

1. It is hereby requested that the contract of [ ] be amended to provide that he be compensated in an amount calculated at the rate of \$13,000. per annum while travelling outside Cuba at the request of the United States Government and engaged full time in the work of the United States Government. It is further requested that while so travelling outside Cuba, [ ] be paid per diem at the standard United States Government rate for the area of travel or temporary residence.

2. [ ] possesses certain specialized professional skills which are in temporary, but urgent demand in a country (other than Cuba) within the jurisdiction of the Western Hemisphere Division. The contract amendment outlined in paragraph 1. (above) is being requested so as to provide a means by which [ ] skills might be made available to meet this current need for them.

*J. C. King*  
J. C. KING  
Chief, Western Hemisphere Division

**SECRET**



[REDACTED]

Dear [REDACTED]

The United States Government, as represented by the Contracting Officer, hereby contracts with you as an independent contractor for the purchase of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the purchase of such information and services, you will be compensated in an amount calculated at the rate of \$7200 per annum. Payments will be made as directed by you in writing in a manner acceptable to the Government. No taxes will be withheld therefrom but it will be your responsibility to report such income under existing Federal income tax laws and regulations. A Form No. 1099 prepared in a manner to conceal the true source of such income will be furnished you by the Government in order that said responsibility may be properly fulfilled. Income received pursuant to this contract is not subject to relief from Federal income taxes on the basis of foreign residence.

2. Status. You are not an employee of the United States Government under this agreement and are not entitled to any benefits normally incident to an employee status.

3. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by the Government from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1943, as amended, and other applicable laws and regulations.

4. Instructions. Instructions received by you from the Government in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

5. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

6. Term. This contract is effective as of 15 August 1958, and shall continue thereafter for a period of one (1) year unless sooner terminated either:

(a) By fifteen (15) days' actual notice by either party hereto, or

14-00000

(b) Without prior notice by the Government in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be extended upon notice from the Government. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY

Contracting Officer

ACCEPTED:

WITNESS:

APPROVED:

*L P M / uc / 11 Sept 58*

## SECRET

CONTRACT INFORMATION AND CHECK LIST		NAME OF OFFICER	DIVISION
INSTRUCTIONS: Complete all items, inserting "N.A." where items are not applicable. Forward original and one copy for preparation of contract.		Robert Reynolds	WHD
TELEPHONE EXTENSION		DATE	
2056		13 August 1958	
SECTION I			
1. NAME <input checked="" type="checkbox"/> STUDY <input type="checkbox"/> TRUE	24. PROJECT	3. ALLIANCE NO.	4. SLOT NO.
	Amourette-Z (D&TO)		
	25. PERMANENT STATION		
	Habana	8-3545-01-500	N.A.
5. <input type="checkbox"/> PAST	6. INDIVIDUAL IS PRESENTLY ENGAGED, OR HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include salary)		
	Contact Agent, 1952-1954 Staff Agent, 1957-1958		
	Staff Employee, 1955-1957 (\$10,320) GS-14		
7. SECURITY CLEARANCE (Type and date)		8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Top Secret Clearance EOD/CIA 1 April 1955			
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.)	
		Contract Agent	
SECTION II			
PERSONAL DATA			
11. CITIZENSHIP	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	13. AGE	14. DATE OF BIRTH (Month, day, year)
U.S.		35	31 October 1922
15. LEGAL RESIDENCE (City and state or country)		16. CURRENT RESIDENCE (City and state or country)	
4804 Washburn, Fort Worth, Texas		Habana, Cuba	
17. MARITAL STATUS (Check as appropriate)			
<input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE:		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Five: Wife and four children.		RELATIONSHIP:	
SECTION III			
U.S. MILITARY STATUS			
20. RESERVE	21. VETERAN	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
N.A.	World War II	N.A.	
23. BRANCH OF SERVICE	24. RANK OR GRADE	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Air Force	S/Sgt.		
SECTION IV			
COMPENSATION			
27. BASIC SALARY	28. POST DIFFERENTIAL	29. COVER (Breakdown, if any)	30. TAXES TO BE WITHHELD BY <input type="checkbox"/> COVER <input type="checkbox"/> CIA <input type="checkbox"/> NOT WITHHELD
\$7200 p. a.	N.A.	H.A.	Issue 1099 in name of notional payor.
SECTION V			
ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS	32. POST	33. OTHER	
N.A.	N.A.	N.A.	
34. COVER (Breakdown, if any)			
N.A.			
SECTION VI			
TRAVEL			
35. TYPES <input type="checkbox"/> PCS <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL	36. WITH DEPENDENTS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
	H.A.		
37. HOUSEHOLD EFFECTS TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICY AND PROCEDURES			
N.A.			
SECTION VII			
OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION	43. ENTERTAINMENT	44. OTHER	

SECRET

<b>CONTRACT INFORMATION AND CHECK LIST (CONTINUED)</b>		CASE NUMBER <b>Robert Reynolds</b>		DIVISION <b>WHD</b>	
NOTE: SEE INSTRUCTIONS ON FIRST SHEET		TELEPHONE EXTENSION <b>2056</b>		DATE <b>13 August 1958</b>	

SECTION VIII		OTHER BENEFITS	
40. BENEFITS (See Part XIV of Confidential Fund Regulations or successor regulations for benefits applicable to various categories of contract personnel. If medical benefits are requested, see R 15-210 or successor regulations.)			
N. A.			

SECTION IX		COVER ACTIVITY	
47. STATUS (Check)	<input checked="" type="checkbox"/> PROPOSED <input type="checkbox"/> ESTABLISHED	48. TYPE (Check)	<input type="checkbox"/> PROPRIETARY <input type="checkbox"/> SUBSIDIZED <input type="checkbox"/> CULTURAL <input type="checkbox"/> EDUCATIONAL <input checked="" type="checkbox"/> COMMERCIAL <input type="checkbox"/> MILITARY <input type="checkbox"/> TOURIST <input type="checkbox"/> OTHER
49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL			

SECTION X		OFFSET OF INCOME	
50. OFFSET OF INCOME AND OTHER EMOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input checked="" type="checkbox"/> NONE			

SECTION XI		TERM	
51. DURATION	52. EFFECTIVE DATE	53. RENEWABLE	
DAYS <b>12</b> MONTHS <b>15</b> YEARS <b>15</b> <b>15 August 1958</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
54. TERMINATION NOTICE (Number of days)		55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION	
<b>15</b>		<b>N. A.</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	

SECTION XII		FUNCTION	
56. PRIMARY FUNCTION (FI, PP, other)			
<b>PP</b>			

SECTION XIII		DUTIES	
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED			
To be assigned by CCS, Habana, according to Station requirements.			

SECTION XIV		QUALIFICATIONS																												
58. EXPERIENCE																														
Contract Agent in <b>1952-1954</b> Contract Agent, PBSUCCESS and PHISTORY, 1954 Covert Associate, 1954-1955 Staff Agent, Cuba, 1956-1957 Staff Agent, <b>1957-1958</b>																														
59. EDUCATION		60. LANGUAGE COMPETENCY																												
(Check Highest Level Attained) <input checked="" type="checkbox"/> GRADE SCHOOL <input type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> TRADE SCHOOL GRADUATE <input type="checkbox"/> BUSINESS SCHOOL GRADUATE <input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE <input checked="" type="checkbox"/> COLLEGE (No degree) <input type="checkbox"/> COLLEGE DEGREE <input type="checkbox"/> POST GRADUATE <input type="checkbox"/> MS <input type="checkbox"/> PhD		(Check Appropriate Degree Competency) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th rowspan="2">LANGUAGE</th> <th colspan="2">SPEAK</th> <th colspan="2">WRITE</th> <th colspan="2">READ</th> </tr> <tr> <th>FLUENT</th> <th>AVERAGE</th> <th>FLUENT</th> <th>AVERAGE</th> <th>FLUENT</th> <th>AVERAGE</th> </tr> <tr> <td>Spanish</td> <td><input checked="" type="checkbox"/></td> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>French</td> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> <td><input checked="" type="checkbox"/></td> </tr> </table>		LANGUAGE	SPEAK		WRITE		READ		FLUENT	AVERAGE	FLUENT	AVERAGE	FLUENT	AVERAGE	Spanish	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		French		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
LANGUAGE	SPEAK		WRITE		READ																									
	FLUENT	AVERAGE	FLUENT	AVERAGE	FLUENT	AVERAGE																								
Spanish	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>																									
French		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>																								
		61. INDIVIDUAL'S COUNTRY OF ORIGIN																												
		U.S.A.																												

SECTION XV		AREA KNOWLEDGE	
62. AREA KNOWLEDGE		<b>Cuba</b>	

SECTION XVI		PRIOR EMPLOYMENT	
63. JOB AND SALARY PRIOR TO SERVICE FOR CIA		Editor and publisher, actor, lecturer, free-lance writer.	

SECTION XVII		ADDITIONAL INFORMATION	
64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)			
<input type="checkbox"/> OVER			

APPROVAL	
DATE <b>13 August 1958</b> TYPED NAME & SIGNATURE OF DIVISION OFFICER	DATE <b>13 August 1958</b> TYPED NAME & SIGNATURE OF SENIOR STAFF OFFICER

7 February 1955

MEMORANDUM FOR: CHIEF, SCAPS

VIA : Contract Approving Officer, PP Staff

SUBJECT : Termination of Contract.

It is requested that the contract on   
be terminated effective 1 April 1955.

SIGNED

Chief of Administration  
Psychological and Paramilitary  
Operations Staff

APPROVED

PP/CONTRACT APPROVING OFFICER

SECRET

19 October 1954

**MEMORANDUM FOR:** Chief, Psychological and Paramilitary  
Operations Staff

**SUBJECT:** [REDACTED] (P) - Covert Associate

**REFERENCE:** Memo to Special Contracting Officer, CIA,  
dated 12 October 1954, Same Subject

Pending publication of a regulation on Employee Services, the Office of Personnel issued N 20-660-19, dated 29 July 1954 to be effective 1 August 1954. This Notice announced the availability of two life insurance and two health insurance programs sponsored by the Agency under the name of "Government Employees Health Association, Inc." Eligibility for these life and health insurance programs has been limited to those categories of personnel expressly stipulated in the Notice. Nowhere are Covert Associates listed as an eligible group, although in fact a Covert Associate may be an employee of the U. S. Government. Until the notice or the proposed regulation is changed, this Staff is precluded from inserting in contracts similar to that of subject individual's any reference to health and life insurance programs normally available to staff employees.

JOHN L. DISCHOFF  
Special Contracting Officer

DHL/pr  
Orig & 1 Addressee  
1 cc Employee Services Div. (attn. [REDACTED])  
1 cc subject file [REDACTED]  
1 cc chrono  
1 cc corres w/PPStaff file

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12 OCT 1954

12 Oct 1954

MEMORANDUM FOR: SPECIAL CONTRACTING OFFICER, CIA

SUBJECT : [REDACTED] (P)--Foreign Associate

It is requested that the subject's contract effective 1 August 1954 be amended to permit the subject to apply for Hospitalization and Life Insurance with the Agency.

[REDACTED]  
[REDACTED]  
Chief  
Psychological and Paramilitary Operations Staff

APPROVE

[REDACTED]  
SPECIAL CONTRACTING OFFICER

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14-00000

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MEMORANDUM FOR: Mr. Kermit Roosevelt

ATTENTION : Mr. John Baker

SUBJECT : [ ] Employment as CIA  
Staff Officer

1. To those of us at Headquarters who have followed closely the work of [ ] in connection with PBSUCCESS, it is completely evident that he made one of the major and most outstanding contributions to this Operation and that he has demonstrated himself to be exceptionally qualified in the field of political and psychological operations (covert). I have just been informed by Messrs. Barnes and [ ] that the latter who has heretofore been employed in the capacity of a Contract Agent, desires to become more closely associated with the Agency and would like to be employed as a regular staff officer. I am very much in favor of following up on this opportunity, and I have good reason to believe that the Director likewise is specifically interested.

2. There are certain aspects of this case which appear to require special handling and tailoring -- none of which presents any difficulties as I see it -- but, on the contrary, would tie in very neatly with both the near term and longer range aspects of the employment of [ ]. These aspects are as follows:

(a) [ ] desires to begin his term of employment by the Agency with a period of service at Headquarters. (He has spent many years in Latin America, principally in [ ] where he has owned and still owns a newspaper, and, in my judgment, it would be mutually advantageous to the Agency and to [ ] for him to spend not less than a year as a member of the Headquarters organization.)

(b) [ ] has for some years in the past been giving an annual series of lectures in various Latin American capitals. These lectures have been arranged by an agent of his in New York and his audiences have consisted of business and professional groups and women's organizations. The general subject matter of his lectures has included talks on the threat of international Communism to Latin America. [ ] would desire, if it can be worked out, to be permitted to continue to deliver lectures of this kind in the future and is at the present time

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contemplating a series of lectures on Latin America to be given in various cities within the United States.

(c) [ ] would be ready and able to accept a field assignment in South America following the conclusion of the period of Headquarters' duty referred to.

3. As already indicated, it seems to me that there are no serious problems involved in any of the foregoing and that the material can be readily cut to fit the pattern. It is the recommendation of Mr. Barnes in which I concur, that [ ] be assigned to the PP Staff during his tour of duty here. He could in this capacity work very closely with WH Division, but it seems to Tracy and myself that he can contribute importantly to the work of the PP Staff and in the process broaden himself. As regards the matter of the lectures, I would recommend that arrangements be made to permit and even encourage him to continue these since it seems to me that they would fit in very well with his general PP assignment -- assuming, of course, that his Headquarters and field cover are properly designed and maintained. The Headquarters cover problem is not a substantial one and as far as the field is concerned if [ ] were to go [ ] cover of the right kind this also should present no problem. There is a ready-made cover in the field and in a critically important country by virtue of his ownership -- for some six years -- of a newspaper in [ ]. It would not be incompatible with his resumption of his position as owner and editor of the [ ] newspaper to work in an annual series of lectures either in Latin America or in the United States. There is only one further point involved in connection with the lectures: Because of [ ] intimate association with many of the details of PBSUCCESS and also in light of the standing rules of the Agency, it would be desirable for him to submit at least in general outlines, and preferably textually to the extent feasible, the substance of his proposed lectures. He is anxious to do this in connection with the forthcoming lectures -- for his own piece of mind since he would like to be double-checked on the things which he should say and those which he should not say with respect to the Guatemalan development. He could -- and in the material to Mr. Holcomb or myself -- or to you -- and after it has been checked over by one of us, we could arrange to submit it to the Office of Security for such further checking as may be desirable.

4. [ ] proposes to take a leave of absence of a month or six weeks, starting within the next few days. I believe it would be desirable for Mr. Baker, to start the necessary personnel and other administrative actions, including any additional security clearances which may

which may be necessary, etc., looking toward having everything in line for  to come aboard officially at the conclusion of this leave.

5. His home address is: 811 Hollywood Blvd.  
Hollywood, Florida

**FRANK G. WISNER**  
Deputy Director (PLANS)

ct" COPS -- DD/P  
CWH

SECRET

Date:

Dear 

Reference is made to your contract effective 4 March 1954 with the United States Government, as represented by the Central Intelligence Agency, for the submission of certain information and related services of a confidential nature.

Effective <sup>31 July</sup> ~~14 September~~ 1954, said contract is terminated and in lieu thereof the following contract is substituted:

The United States Government, as represented by the Central Intelligence Agency, hereby contracts with you as a Covert Associate for the submission of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the submission of certain information and related services of a confidential nature, you will be compensated at the rate of \$8360 per annum. In addition, you will be entitled to authorized overtime in excess of 40 working hours per week at the rate of \$1.51 per hour. Payments will be made as directed by you in writing in a manner acceptable to CIA. No taxes will be withheld from any sums paid to you hereunder directly by CIA, but it will be your responsibility to report such sums in accordance with applicable Federal income tax laws and regulations.

2. Travel. You will be advanced or reimbursed funds for necessary expenses incurred in connection with such travel as may be directed or authorized by CIA. This will include per diem in lieu of subsistence in the course of such travel while away from Washington, D. C., and while on temporary duty overseas. You will be required to account for such expenses in accordance with applicable CIA regulations or those of , whichever is directed by CIA.

3. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information as specifically approved by CIA. Such funds will be subject to accounting in compliance with CIA regulations.

4. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by CIA in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to sick and annual leave equal to and subject to the same rules and regulations applicable to CIA employees. Such leave may only be taken at times and places approved in advance by appropriate representatives of CIA.

(c) Civil Service Retirement deductions will not be made from your wages since your employment hereunder is not a covered employment under the Civil Service Retirement Act. However, your status is that of an

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employee of the United States Government paid from Government funds. Therefore, if in the future you are employed by the United States Government in a status covered by the Civil Service Retirement Act, periods of service under this contract will be available as creditable service for retirement purposes in conformance with Civil Service Regulations.

6. Leave Without Pay. During the term of this contract it is anticipated that you will undertake contracted speaking engagements. For such periods of time necessary to fulfill these commitments you will be considered on leave without pay status under the terms of this agreement.

7. Execution of Documents. If, in the performance of your service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

8. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

9. Instructions. Instructions received by you from CIA in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

10. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

11. Term. This contract is effective as of 1 August 1954, and shall continue thereafter for a period of one (1) year unless sooner terminated by CIA either:

(a) By fifteen (15) days' actual notice to you from CIA, or

(b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

*Remit of 2d page  
(3 Aug 54)*

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employee of the United States Government paid from Government funds. Therefore, if in the future you are employed by the United States Government in a status covered by the Civil Service Retirement Act, periods of service under this contract will be available as creditable service for retirement purposes in conformance with Civil Service Regulations.

6. Offset. Any sums or substantially similar benefits or allowances received from your cover facility will be used to offset those due under this contract by CIA. Sums, similar benefits or allowances thus received through your cover facility are acknowledged and agreed to be payment by CIA within the provisions of this contract. You will report all sums or substantially similar benefits received from your cover facility at least every four (4) months during the term of this contract.

7. Execution of Documents. If, in the performance of your  service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

8. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

9. Instructions. Instructions received by you from CIA in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

10. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

11. Term. This contract is effective as of 15 September 1954, and shall continue thereafter for a period of one (1) year unless sooner terminated by CIA either:

(a) By 'fifteen (15) days' actual notice to you from CIA, or

(b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

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Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from CIA accepted by you. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Special Contracting Officer

ACCEPTED: \_\_\_\_\_

WITNESS: \_\_\_\_\_

APPROVED: \_\_\_\_\_

Dis 6/1/54  
2003 54

Sp. Agent,

SECRET

[REDACTED]

Dear [REDACTED]

The United States Government, as represented by the Central Intelligence Agency, hereby contracts with you for the submission of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the submission of such information and services, you will be paid an amount calculated at the rate of \$7200.00 per annum. Payments will be made as directed by you in writing in a manner acceptable to CIA. No taxes will be withheld from this amount, and it will be your responsibility to report such income under existing Federal income tax laws and regulations.

2. Travel. (a) You will be advanced or reimbursed funds for necessary expenses incurred in connection with such travel as is directed or authorized by CIA. This will include per diem in lieu of subsistence in the course of such travel and while on a temporary duty status away from your permanent station. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to payment and accounting in compliance with CIA regulations.

(b) Upon the successful completion of your services under this contract or any renewal thereof, you will be advanced or reimbursed funds for return travel and transportation expenses to your permanent residence in [REDACTED]

3. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to entertainment and the purchase of information as specifically approved by CIA. Such funds will be subject to accounting in compliance with CIA regulations.

4. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by CIA in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to continuance of pay and allowances in a manner similar to that set forth in the Missing Persons Act (50 U. S. C. A., App. 1001-1015).

(c) You will be entitled to fourteen (14) calendar days' leave per contract year. Such leave may be accrued during the term of this contract or any renewal hereof except that payment in lieu of unused leave will not be authorized. Such leave may only be taken at times and places approved in advance by appropriate representatives of CIA.

5. Execution of Documents. If, in the performance of your [REDACTED] service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either

express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

6. Status. You are not an employee of the United States Government under this agreement and are not entitled to any benefits normally incident to an employee status, except as specifically enumerated herein.

7. Instructions. Instructions received by you from CIA in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

8. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

9. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the espionage laws dated 25 June 1948, as amended, and other applicable laws and regulations.

10. Term. This contract is effective as of 4 March 1954, and shall continue thereafter for a period of two (2) years, unless sooner terminated by CIA either:

- (a) By thirty (30) days' actual notice to you from CIA, or
- (b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from CIA accepted by you. In the event of voluntary termination on your part or termination for cause by CIA prior to the expiration of this agreement or any renewal thereof, you will not be entitled to return travel and transportation expenses to [redacted]. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES OF AMERICA

JW/PA 4 May 54  
Contracting Officer

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
APPROVED:



**SECRET**  
Security Information

13 June 1952

MEMORANDUM FOR: Record

SUBJECT: PBGROVEL Amendment #1

1. This date copy number four of subject project has been forwarded to Mr. William Rowland for approval in view of the fact that the original and copies number two and three have been temporarily misplaced.

2. As amendment number one to PBGROVEL covers no substantive operations it has not been coordinated with Security and Cover.

3. It is requested that approval of subject project amendment be given as soon as possible in view of the urgency of action as stated in the project itself.

WH/Project Coordinator

WLD/HB/jc

Distribution

Orig: CO/CO

cc: Special Contracting Officer (Mr. J.L. Bischoff)  
CM (Mr. Ernest W. Pittman)  
Chief, Branch I  
Project File PBGROVEL WPD/P&O  
Chrono P&O

**SECRET**  
Security Information

28 May 1952

MEMORANDUM FOR: AD/CO

ATTENTION:

SUBJECT: Project APPROVAL, Amendment No. 1

1. Forwarded herewith are the original and two copies of subject amendment plus an extra copy of WPC Form 404a.

2. It is respectfully requested that approval of subject amendment be expedited as the Project Financial Data, Form 404a, indicates that payment of eight thousand (\$8,000.00) dollars to PA L. D. LANGEVIN must be made on or about 20 June 1952.

3. Subparagraph six of the Proposal indicates that as a prerequisite to issuance of a loan to LANGEVIN the latter will be required to submit a complete narrative inventory of all machinery and equipment involved in the loan transaction, its physical existence in his custody, his title to the property, and an approximate evaluation of its worth (as determined by WPC station personnel). WPC will be prepared to do this shortly after Amendment No. 1 is approved and the necessary funds are available for payment.

4. Subparagraph five of the Proposal indicates the details of the loan contract and selection of the appropriate legal instrument to secure a lien on the machinery and equipment will be arrived at through joint agreement of WPC, CCC and the Legal Division. These financial details will be arranged and sent to a review of the amendment in question and will comprise the financial plan governing the expenditure of the funds requested.

J. C. KING  
LCH

WHD/JCY/PMH/VLC/AB/jc

Distribution

Orig: 05/0

cc: Special Contracting Officer (Mr. J. L. Paschoff)  
CM (Mr. Ernest M. Pittman) ✓  
Chief, Branch I  
Project File APPROVAL WHD/PMH  
Chrono 407/240